

File #:

62-116395

Serial Scope:

348 Only

- 2 - Mr. J. A. Mintz
(1 - Mr. J. B. Hotis)
- 1 - Mr. W. R. Wannall
- 1 - Mr. W. O. Cregar

The Attorney General

July 22, 1975

Director, FBI

- 1 - Mr. J. E. Reilly
- 1 - Mr. H. W. Dare, Jr.

UNITED STATES SENATE SELECT
COMMITTEE ON INTELLIGENCE ACTIVITIES

Reference is made to memorandum from Senate Select Committee, dated April 30, 1975, and appendices thereto, requesting certain documents and other information from the FBI and subsequent request to this Bureau from Staff Member Mark Gitenstein.

Enclosed for your approval and forwarding to the Committee is the original of a memorandum containing a response to one of the Committee's requests.

A copy of this memorandum is being provided for your records.

Enclosures (2)

62-116395

- 1 - The Deputy Attorney General
Attention: K. William O'Connor
Special Counsel for
Intelligence Coordination

REC-107

HWD:lek

(10)

ENCLOSURE

3 JUL 16 1975
SEE NOTE PAGE TWO

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/10/2000 BY SP8 RUM/mab
MAR-76

- Asst. Dir. _____
- Adm. Serv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Plan. & Eval. _____
- Spec. Inv. _____
- Training _____
- Legal Coun. _____
- Telephone Rm. _____
- Director Sec'y _____

MAIL ROOM

TELETYPE UNIT

The Attorney General

NOTE:

This matter has been coordinated with James E. Reilly, Training Division, who had contacted the various division representatives in an effort to obtain the specific forms requested by captioned Committee. During the canvass of division representatives throughout the Bureau, certain concerns were expressed concerning the furnishing of a few select forms to the Committee. However, after discussion regarding this matter, it was concluded that these specific forms would not endanger any sensitive methods or techniques currently being utilized by this Bureau. SA Howard W. Dare, Jr. has personally reviewed each form requested by the Committee and is in agreement with the above-mentioned conclusion. It should be noted that the Committee in its request for certain forms listed FD-185a - Performance Rating Guide for Clerical Personnel. FD-185a refers to Performance Rating Guide for Investigative Personnel. FD-185b refers to Performance Rating Guide for Clerical Personnel. Therefore, both FD-185a and FD-185b are being made available for the Committee staff, since it is not clear as to exactly which form the Committee desires. The following divisional representatives approved making available for review to the SSC attached respective divisional forms.

Division 1 - Frank B. Still
Division 2 - No Forms
Division 3 - Fred Woodworth
Division 4 - Homer Hauer
Division 5 - Howard W. Dare and Robert A. Bermingham
Division 6 - No Forms
Division 7 - Kier T. Boyd & John P. Wilgus
Division 8 - Edward H. Gooderham
Division 9 - No Forms
Division 10 - J. Allison Conley
Division 11 - No Forms
Division 12 - Charles D. Neudorfer

NOTE CONTINUED PAGE THREE

The Attorney General

NOTE CONTINUED:

After a review of the attached "FD" and "O" forms, by James E. Reilly and SA Howard W. Dare, Jr., it appears that no reason exists to deny the SSC access to these forms.

62-116395

- 2 - Mr. J. A. Mintz
(1 - Mr. J. B. Hotis)
- 1 - Mr. W. R. Wannall
- 1 - Mr. W. O. Cregar
- 1 - Mr. J. E. Reilly
- 1 - Mr. H. W. Dare, Jr.
July 2, 1975

UNITED STATES SENATE SELECT
COMMITTEE TO STUDY GOVERNMENTAL
OPERATIONS WITH RESPECT TO
INTELLIGENCE ACTIVITIES

RE: FILING SYSTEM

Reference is made to memorandum from captioned Committee dated April 30, 1975, and the appendices thereto, which contained requests for documents and other information from the FBI. In connection with Part four, concerning the FBI's filing system and printed forms utilized by this Bureau, a response was made to your request by our memorandum dated May 22, 1975, which forwarded to you Tables of Contents setting forth FBI forms currently being utilized.

Pursuant to subsequent request of Staff Member Mark Gitenstein that certain FBI forms be made available for review, please be advised that we currently have such material available for review at FBI Headquarters by appropriately cleared personnel of the Committee.

1 - The Attorney General

HWD:lek^{lek}
(9) ORIGINAL AND COPY SENT THE ATTORNEY GENERAL

- Assoc. Dir. _____
- Dep. AD Adm. _____
- Dep. AD Inv. _____
- Asst. Dir.:
- Admin. _____
- Comp. Syst. _____
- Ext. Affairs _____
- Files & Com. _____
- Gen. Inv. _____
- Ident. _____
- Inspection _____
- Intell. _____
- Laboratory _____
- Plan. & Eval. _____
- Spec. Inv. _____
- Training _____
- Legal Coun. _____
- Telephone Rm. _____
- Director Sec'y _____

ENCLOSURE

62-116395-348

MAIL ROOM

TELETYPE UNIT

Volume I

- FD-1c X Assignment Card
- FD-4 X Routing Slip
- FD-9 X Identification Record Request
- FD-29a X Administrative Report
- FD-37 X Explanation of Charge for Information
- FD-56 X Stop Notice
- FD-57 X Mail Cover Index Card
- FD-61 X Identification Order or Check Circular Request
- FD-67 X Acknowledgment of Transfer Orders
- FD-122 X Recommendation for Preparation of, or change in, ADEX Card
- FD-128 X Letter Changing Office of Origin in Security Cases
- FD-132 X Request for Approval of Local Police School and/or Assignment of Bureau Instructors
- FD-159 X Record of Information Furnished Other Agencies
- FD-160 X Indices Search Slip

*SSC request
from staff member
Mick Gatenstein
HWS*

FD-165 X FBI Field Office Wanted-Flash-Cancellation Notice

FD-185a X (b) Performance Rating Guide for Clerical Personnel - 185b

- FD-186 X Memorandum re Posting of Information on ADEX Card
- FD-190 X Interview Form
- FD-192 X Bulky Exhibit - Inventory of Property Acquired as Evidence
- FD-193 X Report of Exit Interview and Separation
- FD-65 X Fugitive Form Letter

4/11/70

Volume II

- FD-203 X Memorandum Requesting Investigation in Security Cases and Extremist Matters
- FD-204 X Investigative Report

10/10/2000
CLASSIFIED BY SP2 RML/lmf
DECLASSIFY ON: 25X 6

*MOR-16
102-116375-3458 HWS*

Volume II (cont.)

FD-209 ~~X~~ Memorandum for Recording Contacts with Criminal, Extremist, and Security Informants

FD-220 ~~X~~ Deserter Fugitive Airtel

FD-220a ~~X~~ Deserter Fugitive Airtel (copy for Armed Forces)

FD-221 ~~X~~ Confidential Fund Receipt Executed by Special Agent

FD-221a ~~X~~ Request for Funds for Payment to Informant

FD-237 ~~X~~ Criminal Informant Review Sheet

FD-238 ~~X~~ Security Informant Review Sheet

FD-251 ~~X~~ Film Pack Log

FD-263 ~~X~~ Cover Page Accompanying Investigative Report

FD-264 ~~X~~ Job Qualification Statement of Position of Radio Maintenance Technician

FD-297 ~~X~~ Log for Technical Surveillance

Volume III

FD-302 ~~X~~ Form for Reporting Information That May Become Testimony (preinserted carbon)

FD-305 ~~X~~ Last Cover Page for ADEX Report

FD-306 ~~X~~ Cover Sheet for Informant Report or Material

FD-318 ~~X~~ Questionnaire for Applicants for Radio Maintenance Technician Positions

FD-320 ~~X~~ FBI Case Status Form

FD-334 ~~X~~ Crypto Log

FD-338 ~~X~~ Intraoffice Memorandum re Destruction of Channelizing Memoranda after Inclusion in Reports

FD-338a ~~X~~ Intraoffice Memorandum re Destruction of Channelizing Memoranda under 1-Year Rule

FD-342 ~~X~~ Dissemination Routing Slip - Local Intelligence Agencies

Volume III (cont.)

- FD-348 X Informant Index Card
- FD-356 X Request for Agency Check
- FD-365 X Airtel - Summary of Complaint
- FD-366 X Letterhead Memorandum Advising Secret Service of Change in Residence and/or Employment of Certain Bureau Subjects
- FD-371 X Monthly Letter re Dissemination of Criminal Information
- FD-374 X Monthly Progress Letter for Criminal Informant Program
- FD-375 X Training Agreement
- FD-377 X Extremist Informant Review Sheet
- FD-379 X Request for Interview Authorization re Contact Cases
- FD-380 X Personnel Record (Fingerprint Card) (formerly "No Number" form - Volume III)
- FD-394 X Airtel, Criminal Intelligence Program (Monthly Summary of Accomplishments)
- FD-398 X Verification of Information Concerning Bombing Suspects

Volume IV

- FD-401 X Extremist or Security Informant Progress/Justification Letter
- FD-405 X Extremist Informants Statistical Report
- FD-405a X Areas of Informant Development
- FD-405b X Informants Accomplishments
- FD-406 X Authority to Release Information
- FD-417 X Dissemination Routing Slip
- FD-432 X Photograph Album, Extremist or Arab
- FD-432a X Cover Letter for Form FD-432

Volume IV, (cont.)

- FD-439 Quarterly Statistical Report of Security Informants
- FD-449 ^(S) [SOBIR - INS Record Check] ^(S)
- FD-450 Computerized Telephone Number File (CTNF) Entry and Search Request
- FD-451 Security Informants, Assets, and Sources Monthly Status Report
- FD-451a Security Informant and Asset Accomplishments
- FD-451b Areas of Informant and Asset Development
- FD-460 Request for Advance of Funds
- FD-463 FM Radio Installation Data
- FD-464 Identification or Credential Card Request
- FD-472 Telephone Device Consent
- FD-473 Body Recorder/Transmitter Consent
- FD-478 List of Files Destroyed
- FD-479 Files and Records Destruction Order

Volume V

f-12 Wanted-Flash-Cancellation Notice

IDENTIFICATION DIVISION

Volume I

1-39 X Stop Notice
Technical Section

1-40 X Letter Advising Domestic Contributors of Results of Fingerprint
Searches Conducted in Foreign Countries (thin white discontinued -
per Goodwin 5/16/72 - GR/fk)
Recording Section

1-42 X Stop Notice
Card Index Section

Volume V

1-381 X Routing Slip to Security Office or Intelligence Unit of Federal
Agencies re Sex Perverts and Persons Arrested for Major Crimes
Posting Section

ADMINISTRATION DIVISION

Volume II

3-117X Analysis of Separation - Field Office and FBIHQ Personnel Section, Personnel Services Unit, Personnel Actions Sub-division

Volume III

3-313X Automobile Sign-in and Sign-out Record (formerly 2-99) and prior to that 3-313)
Mechanical Section

3-339X Confidential Material Receipt
Mechanical Section, Stock Room

Volume IV

3-501X Credential Work Sheet
Exhibits Section

Volume V

3-556X Car Schedule
Front Office, Administrative Review Unit

Volume VI

3-617X Telephonic Request re Credit or Service Record Inquiry Personnel Section, Personnel Services Unit, Personnel Actions Subdivision

3-618X Routine Resignation Acceptance Letter - Employment Agreement Fulfilled (thin white and M&T blocked yellow available)
Personnel Section, Personnel Services Unit, Personnel Actions Subdivision

3-619X Routine Resignation Acceptance Letter - Employment Agreement Not Fulfilled (thin white and M&T blocked yellow available)
Personnel Section, Personnel Services Unit, Personnel Actions Subdivision

3-625X Check-off List re Leads in Bureau Applicant Investigations
Personnel Section, Personnel Services Unit, Personnel Briefing, SAC Memoranda and Agent Reallocation Unit

FILE AND COMMUNICATIONS DIVISION

Volume I

- 4-22 X Search Slip
Records Section, Name Searching Unit
Service Unit
- 4-22b X Search Slip (short)
Records Section, Name Searching Unit
- 4-31 X Stop Card
Records Section, Mail Room
- 4-50 X Serial Charge-Out
Records Section, Personnel Records
- 4-56 X Stop Card
Records Section, Personnel Records
Routing Unit
- 4-91 X Mail or Abstract Request
Records Section, Consolidation
Numbering

Volume III

- 4-312 X Permanent Serial Charge-Out (JUNE Mail)
Records Section, Filing Unit
- 4-356 X Agent Cover Sheet for File
Records Section, Personnel Records
- 4-508 X Individual Record for Work on Expedite Processing
Records Section, Routing Unit

Volume IV

- 4-650 X Memorandum to Determine Continued Maintenance of File in
Special File Room
Records Section, Filing Unit
- 4-651 X Expedite Processing Removal Record
Records Section, Routing Unit
- 4-674 X Serial Removal Charge Out - National Security
Electronic Surveillance File
Records Section, Filing Unit
- 4-677 X "Expedite Processing" Inquiry
Records Section, Routing Unit

FBI LABORATORY

Volume I

7-46 X (S) [Memorandum Transmitting Source 3 Material to the National Security Agency (unblocked original)] (S)

Volume II

7-50 X Frequency Count Form
7-66 X Technical Equipment Form (thin white and M&T blocked yellow available)
7-77 X Technical Experience (Performance Ratings)
Engineering Unit, Radio Engineering Section
7-79 X Letter Requesting Technical Information and Specifications
(bond, thin white with heading, and M&T blocked thin yellow available)
All Sections

Volume III

7-102 X COMSEC (Communications Security) Equipment Status
Cryptanalysis-Gambling-Translation Section
7-116 X Transmittal Letter for Return of Documents to Department of
Housing and Urban Development (thin white and M&T blocked
yellow available - per Mortimer 8/1/71)
Document Section
7-124 X Certification Concerning Use of Voiceprint
Examination Results (white bond only)
Radio Engineering Section, Security - Countermeasures Unit

INTELLIGENCE DIVISION

All forms included in this section.

EXTERNAL AFFAIRS DIVISION

Volume I

8-25~~X~~

Christmas Card Record Showing Number of Cards for Different Years - Sent, Received, Acknowledged (3x4 13/16 inches - per instructions of Miss Gandy) available in white for Director's personal cards; available in yellow and pink for use in Correspondence and Tours Section, External Affairs Division; formerly 4-406)
Director's Office; Correspondence Unit, Correspondence and Tours Section

Volume II

8-119~~X~~

Letter to Field Requesting Interesting Cases (I.C.)
Publications Unit, Research Section

8-159~~X~~

Media Contact Card
Front Office, Research Section

8-160~~X~~

Perforated Mail Tag for Director's Office and Mail Room (green)
Correspondence Review Unit, Correspondence and Tours Section

INSPECTION DIVISION

Volume I

- 10-3 X Record of Inspection (Field, Foreign Office, or FBIHQ Division)
(formerly 2-31)
- 10-6a X Inspectors Master Case Sheet (Informants)
- 10-16 X Inspectors' Informant Rating

COMPUTER SYSTEMS DIVISION

Volume I

- 12-7 ~~+~~ Confidential Voucher Register (Office) (formerly 3064)
Data Processing Section, Voucher Unit
- 12-12 ~~+~~ Letter re Advance of Funds (formerly 3-169) (thin white and
unblocked yellow available)
Data Processing Section, Voucher Unit
- 12-19 ~~+~~ Confidential Receipt (formerly 3-308) (white bond and green
bond - 25 sets to a book)
Data Processing Section, Voucher Unit
- 12-20 ~~+~~ Payments to Informants Work Sheet (formerly 3-318)
Data Processing Section, Voucher Unit
- 12-24 ~~+~~ Weekly Divisional Count of Employees (formerly 4-337, 3-392)
Data Processing Section, Personnel Statistics Subunit
- 12-35 ~~+~~ ADEX Card (formerly 4-590, 3-435) (white, buff, green, yellow,
blue - per Mr. Davis 9/19/72)
Data Processing Section, ADPU*

Volume II

- 12-64 ~~+~~ Agent and Squad Performance (formerly 3-571)
Data Processing Section, ADPU*

Volume I

- 0-2 X Memorandum for Data Processing Section
- 0-4 X Invoice of Contents (thin white)
- 0-4a X Invoice of Contents (yellow copy of 0-4)
- 0-7 X Routing Slip to the Field
(consolidated with 0-24 and 0-25)
- 0-14 X Routing Slip from Bureau to Other Government Agencies

0-14e X Routing Slip to:
 Director
 Central Intelligence Agency
 Attention: Chief, Personnel Security Division

0-14f X Routing Slip to:
 Director
 Central Intelligence Agency
 Attention: Deputy Director for Operations

0-14h X Routing Slip to:
 Assistant Chief of Staff for Intelligence
 Department of the Army

0-14w X Routing Slip to: Director, NSA

0-14y X Routing Slip to: US Army Intelligence Command DELETED

4/30/75

Volume II

0-41 X Abstract (yellow and pink)

0-75 X Reply to Department re Technical Coverage Division V and IX
 (deleted 4/29/75)

DELETED

4/29/75

This document is prepared in response to your request and is not for dissemination outside your Committee. Its use is limited to official proceedings by your Committee and the content may not be disclosed to unauthorized personnel without the express approval of the FBI.

TABLE OF CONTENTS
INTELLIGENCE DIVISION

*SSC request
from staff
member Mark
Gaterslein
AS*

VOLUME I

- 5-1 ✓ Publications Routing Slip to the Field
IS-3

- 5-2 ✓ Weekly Delinquency Report
CI-1, CI-2, CI-3, CI-4
IS-1, IS-2, IS-3

- 5-6 ✓ ROUTING SLIP (*Rev. 6/19/75*)

- 5-7 ✓ ROUTING SLIP

- 5-9 ✓ ROUTING SLIP

- 5-9a ✓ ROUTING SLIP

- 5-10 ✓ ROUTING SLIP

- 5-15 ✓ ROUTING SLIP

- 5-18 ✓ ROUTING SLIP

- 5-31 ✓ Letter to the Commissioner, RCMP, Requesting
Investigation in Canada
(thin white letterhead available)
CI-3, CI-4

- 5-32 ✓ Publications Subscriptions Record
IS-3

- 5-34 ✓ Letter to Field re Foreign Police Cooperation
Cases (RCMP)
(thin white available)
CI-3, CI-4

- 5-38 ✓ Letter to the Commissioner, RCMP, Transmitting
Results of Investigation
(thin white letterhead available)
CI-3, CI-4

- 5-46 ✓ Russian Official Index Card
CI-1
- 5-59 ✓ Work Status Report
CI-2
- 5-59b ✓ Work Status Report
CI-1
- 5-63 ✓ Report Register
IS-2
- 5-78 ✓ ROUTING SLIP
- 5-80 ✓ Monthly Statistical Tabulation
CI-1, CI-2
- 5-81 ✓ Monthly Recapitulation
CI-1, CI-2
- 5-86 ✓ Soviet Diplomatic Couriers Arrival - Departure Record
CI-1
- 5-86a ✓ Follow-up Sheet for Soviet Diplomatic Couriers
Arrival - Departure Record
CI-1
- 5-87 ✓ ROUTING SLIP
- 5-88 ✓ Stop Notice *Deleted 5-14-75*
CI-1, CI-2
- 5-90 ✓ ✓ Mail Count Analysis
CI-1, CI-2, CI-3, CI-4,
IS-1, IS-2, IS-3

TABLE OF CONTENTS
INTELLIGENCE DIVISION

VOLUME II

- 5-109 ✓ Index Card - Book Review Control
IS-3
- 5-113 ✓ Informative Note (4x5½)
CI-1, CI-2, CI-3, CI-4
IS-1, IS-2, IS-3
- 5-113a ✓ Informative Note (5½x8)
CI-1, CI-2, CI-3, CI-4
IS-1, IS-2, IS-3
- 5-118 *2.3.71* Index Card - Bureau Informant 200 Program *Deleted 5-14-75*
CI-1
- 5-122 *2.3.71* Reevaluation of Cases Concerning Soviet-bloc and
Yugoslav Officials in U. S.
CI-1
- 5-123 ✓ Periodic Record - Foreign Police Cooperation Matters
(thin white available)
5-127 ✓ CI-3, CI-4
- 5-128 ✓ Xerox Requisition
CI-1, CI-2, CI-3, CI-4
IS-1, IS-2, IS-3
WFO
- 5-137 ✓ Routing Slip to Defense Intelligence Agency (DIA)
CI-1, CI-2, CI-3
IS-1, IS-2
- 5-138 ✓ Routing Slip to Director, EUR/SES, Department of State
CI-1, CI-2
IS-2
- 5-140 ✓ Receipt for Mail Delivered by Intelligence Division
CI-4

- 5-141 ✓ Routing Slip for Distribution of Information
Disseminated to White House
CI-1, CI-2, CI-3, CI-4
IS-1, IS-2, IS-3
- 5-143 ✓ ROUTING SLIP
- 5-148 ✓ Supply Requisition
CI-1, CI-2, CI-3, CI-4
IS-1, IS-2, IS-3
- 5-151 ✓ Letter to Department of State and Assistant Attorney
General (AAG) re Present or Planned Travel by Security
Subjects Outside the United States
(thin white with heading, thin white without heading,
and M&T blocked yellow available)
IS-1, IS-2
- 5-153 ✓ Authorization for Designation of, and Payments to,
Certain Informants
(thin white available)
CI-3
IS-1, IS-2
- 5-153a ✓ M&T Blocked Yellow of Form 5-153 (with Attention: line
CI-3
IS-1, IS-2
- 5-160 ✓ Internal Receipt for NATO Documents Classified "SECRET"
CI-4
- 5-161 ✓ Reply to USAINTC (United States Army Intelligence
Command), Department of the Army, re Security Subjects
~~(no thin copy for Army - Horner for 5-154, Norie and
Floyd for 5-161)~~
CI-2
IS-2
- 5-161a ✓ Thin White (without heading) (with special instructions
to the SAC); M&T Blocked Yellow of Form 5-161 (see
File 6G-3482-7231 - memo 2/10/72)
IS-2
- [5-162 ✓] Data re Soviet-bloc Subjects (for New York Office)
(white bond with red ink)
CI-1, CI-2

- [5-162a]^(S) ✓ Data re Soviet-bloc Subjects (for Washington Field Office)
(white bond with red ink)
CI-1, CI-2
- [5-162b]^(S) ✓ Data re Soviet-bloc Subjects (for San Francisco Office)
(white bond with red ink)
CI-1, CI-2
- [5-162c]^(S) ✓ Data re Soviet-bloc Subjects (for Chicago Office)
(white bond with red ink)
CI-1, CI-2
- 5-163 ✓ Transmittal Communication to LEGAT Offices re
Information for Extremist Photograph Album
IS-1
- 5-164 ✓ Special Records Form
IS-3
- 5-165 ✓ Routing Slip to Director, Office of Investigations
and Security (Commerce)
CI-1

TABLE OF CONTENTS
INTELLIGENCE DIVISION

(Forms used in Offices of Legal Attaches)

*SSC request
from Sligo, Kenna
Mark Gatenstein
Acy*

VOLUME III

- LEG-1 ✓ Foreign Transmittal Card (formerly 5-21) (3x5 card)
CI-4
- LEG-2 ✓ Office Advance and Expenses (formerly 5-43) (white bond)
CI-4
- LEG-2a ✓ Expense Account (totals sheet used in connection with
LEG-2; formerly 5-51a and 5-43a) (white bond)
CI-4
- LEG-5 ✓ Transmittal Letter to Bureau Enclosing Material for
Translation (formerly 5-119) (original on thin white;
unblocked thin yellow available)
CI-4
- LEG-6 ✓ Routing Slip for Routine Correspondence with Outside
Agencies (formerly 5-135) (white bond)
CI-4
- LEG-7 ✓ Letter to Bureau Indicating Dissemination of Security
Information to Foreign Agencies (formerly 5-142)
(original on thin white; unblocked thin yellow
available)
CI-4
- LEG-8 ✓ Report on Funds Spent Abroad (formerly 3-549)
(white bond)
- LEG-9 ✓ Name-Check Request (thin white only)
CI-4

(Filed in 66-3482-7584 - Bulet
to LEGATS 4/24/74)

5-140 (Rev. 1-21-74) FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20535

Addressee: SENATE SELECT COMMITTEE ~~2~~ 2

LTR LHM Memo Report dated 7/20/75

U. S. Senate Select Committee. Re: Filing

Caption of Document: System. (Part 4, SSC request
4/30/75).

Originating Office: FBI

Delivered by: Richard J. Taylor, Jr. Date: 7/8/75 ^{1:30 PM}

Received by: [Signature]

Title: Office Manager

Return this receipt to the Intelligence Division, FBI

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/10/2000 BY SP2 RUM/lum F
MDE-16

File
5-TAL

61-116395-

TO: Intelligence Community Staff
ATTN: Central Index

FROM:
Federal Bureau of Investigation

SUBJECT: Abstract of Information Provided to Select Committees

1. HOW PROVIDED (check appropriate term. If a document was made available for review but not transmitted, so note.)

2. DATE PROVIDED

7/2/75

DOCUMENT BRIEFING INTERVIEW TESTIMONY OTHER

3. TO WHOM PROVIDED (check appropriate term; add specific names if appropriate)

<input checked="" type="checkbox"/>	SSC	Charity Benz, Office Manager
	HSC	

4. IDENTIFICATION (provide descriptive data for documents; give name or identification number of briefer, interviewee, testifier and subject)

Filing system

5. IN RESPONSE TO (list date and item number if in response to formal request, otherwise state verbal request of (name), initiative, subpoena, etc.)

SSC letter 4/30/75

6. CLASSIFICATION OF INFORMATION (enter U, C, S, TS or Codeword)

"U"

7. KEY WORDS (enter the appropriate key words from the list provided separately; if key words not listed are used underline for emphasis)

Operating procedures

8. SUMMARY (see reverse side before completing this item)

At SSC request, Committee was furnished for review a representative number of FBI forms used during course of FBI operations from an administrative and investigative standpoint.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 6/10/00 BY SPA/AM/lmf
m DR-16

62-116395

TREAT AS YELLOW

5-TJM

TJM:1hb
(4)

ORIGINAL VIA LIAISON TO CENTRAL COMMUNITY INDEX IN CONNECTION WITH SENSTUDY 75.

INSTRUCTIONS

- Type or print clearly in ink.
- Indicate classification of the abstract top and bottom.
- Date the abstract and put on any internal control numbers required.
- "FROM" entry should clearly identify the organization providing the information.
- If additions (as when a copy of document sent to SSC is later sent to HSC) or changes to a previously submitted form are necessary, submit a copy of the original abstract, with the change indicated.

SPECIFIC ITEM NO. 8. SUMMARY - enter brief narrative statement describing substance of information and showing relationship to Intelligence Community matters if appropriate. Any feedback or evidence of investigatory interests should be noted. Commitments made to supply additional information should be noted. Additionally, certain administrative information may be entered here, e.g., restrictions on review of a document, if document was paraphrased, whether interviewee is current or former employee, etc. If actual document or transcript is provided, that fact should be noted and no summary is required. Additional pages may be attached if necessary.

FD-10

△	Title	File No.
		Date Rec.:
	Buded:	
	Assigned to (date)	
	Reassigned to (date)	
	FR-1C (Rev. 1-20-58)	

GPO: 1974 - 536-950

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/05/2000 BY SP01AM/lms
MAR-16

62-116395-5418
HMD

Routing Slip
FD-4 (Rev. 3-1-73)

To: Director

Date _____

Att.: _____ FILE _____

SAC _____ Title _____

ASAC _____

Supv. _____

Agent _____

SE _____

SC _____

CC _____

Steno _____

Clerk _____ Rotor #: _____

FD-4

RE: _____

ACTION DESIRED

- | | |
|--|---|
| <input type="checkbox"/> Acknowledge | <input type="checkbox"/> Open Case |
| <input type="checkbox"/> Assign _____ Reassign _____ | <input type="checkbox"/> Prepare lead cards |
| <input type="checkbox"/> Bring file | <input type="checkbox"/> Prepare tickler |
| <input type="checkbox"/> Call me | <input type="checkbox"/> Return assignment card |
| <input type="checkbox"/> Correct | <input type="checkbox"/> Return file |
| <input type="checkbox"/> Deadline _____ | <input type="checkbox"/> Search and return |
| <input type="checkbox"/> Deadline passed | <input type="checkbox"/> See me |
| <input type="checkbox"/> Delinquent | <input type="checkbox"/> Serial # _____ |
| <input type="checkbox"/> Discontinue | <input type="checkbox"/> Post <input type="checkbox"/> Recharge <input type="checkbox"/> Return |
| <input type="checkbox"/> Expedite | <input type="checkbox"/> Send to _____ |
| <input type="checkbox"/> File | <input type="checkbox"/> Submit new charge out |
| <input type="checkbox"/> For information | <input type="checkbox"/> Submit report by _____ |
| <input type="checkbox"/> Handle | <input type="checkbox"/> Type |
| <input type="checkbox"/> Initial & return | |
| <input type="checkbox"/> Leads need attention | |
| <input type="checkbox"/> Return with explanation or notation as to action taken. | |

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HEREIN IS UNCLASSIFIED
DATE 05/20/00 BY SP8/um/mc
MOR-16

SAC _____

See reverse side Office _____

INSTRUCTIONS

1. This form may be submitted in legible hand printing.
2. Use separate form for each individual on whom record is requested.
3. Make effort to furnish FBI identification number, law enforcement identification number, or military service number.
4. Furnish descriptive data and fingerprint classification only when FBI number not available.
5. Indicate office for reply in lower right corner only. Also list in lower right corner all offices which should receive copies of available records. Include carbon of FD-9 for each office receiving copies and forward with original to Bureau.
6. Do not fill in block in lower left corner.

To: DIRECTOR, FBI Attention: Identification Division Date _____

Re _____
Field File No. _____

Furnish The Known Identification Record of the Following:

Name	FBI No.
	Other No.

Aliases _____

Sex	Race	Birth Date	Birthplace	Residence		
Height	Weight	Build	Hair	Eyes	Complexion	Age

Fingerprint Classification _____ Scars, marks and tattoos _____

Also Furnish:

- Photo
- Fingerprints
- Handwriting Specimens

FD-9

Identification Division's Reply

On basis of information furnished, unable to identify:

Criminal Files Civil Files All Files

Record Attached

Photo Attached

Photo Not Available

Fingerprints Attached

Handwriting Specimen Attached

Return Reply to: SAC, _____

Send Copies To: _____

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mbr-16

ADMINISTRATIVE REPORT

PAGE _____

Office _____

Month _____ Year _____

CLASSIFICATION	1	2		3	4	5						
	TOTAL MATTERS PENDING BEGINNING OF PERIOD	MATTERS RECEIVED DURING PERIOD		GRAND TOTAL DURING PERIOD	TOTAL MATTERS CLOSED DURING PERIOD	MATTERS PENDING AT END OF PERIOD						
		HERE				OTHER OFFICES			TOTAL (g)			
		ACTIVE	INACTIVE			ACTIVE	INACTIVE					
			ASGND. (a)				ASGND. (b)	UN-ASGND. (c)		ASGND. (d)	ASGND. (e)	UN-ASGND. (f)

FD-29a

ALL INFORMATION CONTAINED
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 DATE 6/04/2000 BY SP8BIM/jmf
 mdr-16

BLUE SLIP

Date: _____

Place: _____

ITEM NO. _____

I certify that \$ _____ amount was paid (per attached Form FD-221) to _____ on _____ date in connection with an official investigation entitled _____

and that payment was made as explained below.

Authority: _____

Period Covered: _____

Receipt Attached: Yes No Have payments been made by other Offices? Yes No If Yes, list Offices under details.

Services: \$ _____ Federal Income Tax Withheld \$ _____

Expenses: \$ _____

Total: \$ _____

Details: _____

FD-37

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DATE 10/14/00 BY SP015M/PMC
MAR-16

Approved:

Signed _____

Disapproved:

Title _____

Assistant Director
Administrative Division

Approved _____
Special Agent in Charge

FD-56

STOP NOTICE

FD-56 (Rev. 11-9-66)

OO _____
(File & Serial No.)

(Subject or Property)

PLACED BY _____
(Office) (File No.)

VIA _____
(Identify communication placing stop)

ON _____ WITH _____
(Date)

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MOR-16

FD-57

City		File & Serial Number
Name of Person		
Address		<input type="checkbox"/> Security
		<input type="checkbox"/> Fugitive
		<input type="checkbox"/> Other
Date Cover Placed	Period	
	From -	To -
Placed by		
Special Agent		

Mail Cover Index Card
FD-57 (6-25-73)

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DATE 10/04/2006 BY SP8 RUM/DMF // TJ
MAR-16

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM : SAC,

SUBJECT:

FD-61

It is requested that an Identification Order Check Circular be issued for

Complete the following:

1. Reasons why this action believed desirable:

2. A. Has inquiry been made of all Motor Vehicle and Driver License Bureaus for possible information concerning fugitive under his true name and known aliases?

B. Have all dispositions of arrests been obtained? If not, what action has been initiated to obtain dispositions?

3. Name and aliases (*Subject's complete true or legal name should appear first, followed by all aliases in alphabetical order with any nicknames in alphabetical order after aliases*):

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MDR-14

Enc.

4. FBI Number:

5. Offense (*Set out here only character of those offenses for which Federal process outstanding*):

6. Description:

Age:

Date and place of birth and how verified (*Verify through appropriate Bureau of Vital Statistics, wherever possible*):

Height:

Weight:

Build:

Hair:

Eyes:

Complexion:

Race:

Nationality:

Occupation(s):

Scars and Marks:

Remarks (*Include any characteristics or traits which would assist in identifying subject*):

Social Security Number(s) Used:

7. Photograph(s), number enclosed and the year taken (*Submit negative or original photograph, where available. Clearly label each. Indicate best likeness and basis*):

8. Caution statement (*where applicable*), including basis:

9. Federal process:

A. All outstanding process must be accurately described. Set out (1) whether by complaint, indictment or information; (2) date and place filed or returned; (3) name in which process issued; (4) U. S. Code, Title and Section; (5) crime charged, and (6) date and place warrant issued. If more than one Federal process, set out on separate sheet to be attached above information on each additional process.

B. Date Federal process last checked and found to be outstanding:

C. Date U.S. Attorney last contacted to insure he would remove and prosecute upon apprehension. If Unlawful Flight to Avoid Prosecution case, show instead most recent date local authorities indicated willingness to prosecute and date local process verified, and in all Unlawful Flight cases, most recent date local authorities indicated willingness to extradite:

10. *Interesting Narrative (Set out brief narrative of information concerning the subject's background, including details of the crime for which he is being sought. In case of a check circular, set out, in addition, a specific paragraph under heading "Modus Operandi" which you are recommending for use on check circular).*

UNITED STATES GOVERNMENT

Memorandum

FD-67

TO : Director, FBI

DATE:

Attn.: Movement Unit

FROM :

SUBJECT:

- ACKNOWLEDGEMENT OF TRANSFER ORDERS
- ARRIVAL NOTICE

ReBulet _____

Transfer From: _____ Transfer To: _____

Title	Social Security Number
Contemplated Departure Date	Arrival on Transfer (time & date)
Annual Leave En Route	Reported for Duty
Contemplated Arrival Date	New Title & Position Number (Non-Agent Personnel)

Person to be notified in case of an emergency while en route on transfer (to be furnished when such person and address differ from information previously furnished the Bureau; if employee will be traveling with person who normally would be notified in the event of an emergency, he should furnish name and address of some other person)

Name	Relationship
Address	

Comments:

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mar-14**

1 - Bureau

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI (Bufile)

DATE:

FROM : SAC, ()

SUBJECT:

Reference: _____

- Recommend: Inclusion in ADEX (summary attached)*
 Removal from ADEX (summary attached)*
 Changes in ADEX card (specify change only) (Two copies of FD-366 are enclosed for the Bureau)
 * Abstract required.

Name	
Also known as:	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
	Race <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Other
<input type="checkbox"/> Supplemental page attached.	Citizenship <input type="checkbox"/> U. S. <input type="checkbox"/> Alien - _____ Specify Country
Date of Birth (Month, day, year)	Employment
Place of Birth	Occupation: _____
Residence Address	Firm & Address: _____

Type of Activity (Check principal activity only)

<input type="checkbox"/> (BEX) Black Extremist	<input type="checkbox"/> (FRN) Foreign Affiliation - _____ Specify Country
<input type="checkbox"/> (CMC) Communist (pro-Chinese)	<input type="checkbox"/> (PRN) Puerto Rican Nationalist
<input type="checkbox"/> (CMS) Communist (pro-Soviet)	<input type="checkbox"/> (REV) Revolutionary
<input type="checkbox"/> (CMT) Communist (Trotskyist)	<input type="checkbox"/> (MSC) Miscellaneous

<input type="checkbox"/> Tab Special Interest <input type="checkbox"/> Espionage <input type="checkbox"/> Foreign Government Employee <input type="checkbox"/> U. S. Government Employee <input type="checkbox"/> Remove Special Interest Tabbing	<input type="checkbox"/> Place in Unavailable Section <input type="checkbox"/> Missing <input type="checkbox"/> Out of Country <input type="checkbox"/> Imprisoned <input type="checkbox"/> Remove from Unavailable Section
---	---

Key Facility Data (if applicable)

Geographical Reference Number _____ Responsible Agency _____

ALL INFORMATION CONTAINED
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DATE 10/04/2006 BY SP8 PSM/ML
MOR-16

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI (Bufile - _____)

DATE: _____

FROM : SAC, _____

SUBJECT: _____

The captioned individual has been the subject of a security or extremist investigation by this office. The _____ Division has verified the permanent presence of the subject in its division as residing and working at the addresses listed below. The _____ Division is being considered the new Office of Origin.

Business Address, Name of Employing Concern and Address, Nature of Employment, and Union Affiliation, if any.	Residence address
---	-------------------

FD-128

Key Facility Data Geographical Reference Number _____	Responsibility _____
--	----------------------

Identification Division Data
Check OR note the following applicable statements:

A security flash on subject has been **PREVIOUSLY** placed in FBI # _____; therefore, copy of this form is designated for Identification Division.

A security flash on subject has been **PREVIOUSLY** placed in Identification Division; however, FBI number is **NOT KNOWN**. The following information, therefore, is being furnished and a copy of this form is designated for Identification Division.

Race: _____ Other Identifying Numbers: _____

Date and Place of Birth: _____ Fingerprint Classification: _____

NOTE: Do **NOT** designate **COPY** of FD-128 for Identification Division if FD-165 previously **RETURNED** to field office because no fingerprints located on subject.

Check the following applicable statements:

This individual is the subject of an ADEX Card. (*The Bureau is requested to make the appropriate changes in the ADEX at FBIHQ. The _____ Division should affix the addresses indicated above and the appropriate case file number.*)

Subject is designated a Key Black Extremist.

Subject is designated a Key Activist.

Handwriting specimens have been furnished to the Bureau.

A photograph has been furnished to the Bureau.

Subject is included in the Extremist Photograph Album (EPA). The new Office of Origin should submit a new complete FD-432 showing the new address and Office of Origin of subject.

Dissemination made Secret Service locally re above information. (Two copies of FD-366 enclosed for the Bureau)

The following pertinent items are being forwarded to the new Office of Origin with its copies of this letter:

<input type="checkbox"/> Adex Cards	<input type="checkbox"/> Photograph of subject (<i>check appropriate item listed below</i>)
<input type="checkbox"/> Serials (<i>specify</i>)	<input type="checkbox"/> Negative and three copies of most recent or best likeness photograph
<input type="checkbox"/> Designated Office of Origin in receipt of all pertinent serials	<input type="checkbox"/> None available
<input type="checkbox"/> 2 copies of FD-366 (1 copy for dissemination to local Secret Service)	<input type="checkbox"/> Previously furnished

RUC

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DATE 10/14/2000 BY SP5 PAM/lmf Enc.
MOR-16

UNITED STATES GOVERNMENT

Memorandum

(To be submitted in triplicate)

TO : DIRECTOR, FBI DATE:
Attn: Training Division

FROM : SAC,

SUBJECT: POLICE TRAINING SCHOOL

Type:
City:
Agency:
Sponsor:

Over-all Dates:
Classroom
Location:
Attendance
Estimate:

The following commitments are being made within this Division, except as otherwise indicated, and Bureau approval is assumed unless advised to the contrary.

(List requested Bureau assignments first)

<u>Hour</u>	<u>Date</u>	<u>Subject</u>	<u>Instructor</u>
-------------	-------------	----------------	-------------------

FD-132

10:

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DATE 10/04/2016 BY SP2 RUM/lmf
MAR-16

The lectures set forth on this schedule will be given to _____(group or groups)
of officers, and therefore will be considered as _____(school or schools).

TO: CHIEF CLERK	Date
Subject	Social Security Account #

Aliases

Address	Birth Date	Birthplace	Race	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
---------	------------	------------	------	---

<input type="checkbox"/> Exact Spelling	<input type="checkbox"/> Main Criminal Case Files Only	<input type="checkbox"/> Restrict to Locality of _____
<input type="checkbox"/> All References	<input type="checkbox"/> Criminal References Only	
<input type="checkbox"/> Main Subversive Case Files Only	<input type="checkbox"/> Main Subversive (If no Main, list all Subversive References)	
<input type="checkbox"/> Subversive References Only	<input type="checkbox"/> Main Criminal (If no Main, list all Criminal References)	

File & Serial Number	Remarks	File & Serial Number	Remarks
7D 160			

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DATE 10/04/00 BY SP2 RUM/lmc
MOR-16

Requested by	Squad	Extension	File No.
--------------	-------	-----------	----------

Searched by		(date)
Consolidated by		(date)
Reviewed by		(date)

- File Review Symbols**
- I - Identical ? - Not identifiable
 - NI - Not identical U - Unavailable reference
- ☆ GPO: 1971-O-423-290

Attention: Identification Division

Date _____

TO: DIRECTOR, FBI

RE:

FROM: SAC,

Place, Cancel, stop (wanted or flash) in files of Identification Division.

If expiration date known, enter here _____ and cancellation will be automatic.

WANTED

Wanted for _____

FLASH

IN ORDER TO ESTABLISH FLASH NOTICE FINGERPRINTS ARE REQUIRED IN FBI FILES

ADEX

Application for Pardon After Completion of Sentence

CANCELLATION

Cancel because _____

FURNISH: Photograph Identification Record

Name		Aliases
FBI No.	Other No.	

FD-165

In all instances when FBI number is known it should be furnished. When it is not known, furnish following:

Date of birth	Place of birth	Occupation	Marital Status	
Residence	Race	Sex	Height	Nationality
	Weight	Eyes	Hair	Complexion

Fingerprint class	Scars, marks and peculiarities
-------------------	--------------------------------

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DATE 10/14/2006 BY SP8AM/MLK
MOR-16

RETAIN PERMANENTLY IN
FBI # _____

Source To Be Notified if Information Received

INSTRUCTIONS:

If an application for pardon after completion of sentence flash is requested, indicate as source to be notified Employees Security and Special Inquiry Section, Special Investigative Division.

If flash is requested for any reason other than those preprinted on this form, utilize block on line provided and indicate specific type of flash notice desired.

If subject's fingerprints are submitted, they should be securely stapled to this form and forwarded to the Identification Division. Cover memo not necessary.

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL
CHECKLIST AND NARRATIVE COMMENTS
(For use as attachment to Performance Rating Form FD-185)

Name of Employee _____

Note: Only those items having pertinent bearing on employee's performance should be rated. Actual performance is to be compared with current, existing job description requirements.

RATE ITEMS AS FOLLOWS: (See Manual of Rules and Regulations for detailed instructions.)
+ Outstanding (To warrant overall +, all rated elements must be +, and justified in writing.)

E Excellent (Overall E must be supported by E or + on majority of items, including important elements.)

✓ Satisfactory

- Unsatisfactory (If any item so rated, overall adjective rating can be no better than Satisfactory.) Any unsatisfactory item or overall Unsatisfactory rating must be supported in writing.

O No opportunity to appraise. In other responses, use "X."

(Use INK for Checklist - DO NOT TYPE)

RESPOND TO EVERY ITEM

- _____ 1. Personal appearance.
- _____ 2. Personality and effectiveness of personal contacts.
- _____ 3. Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability, and willingness to equitably share work load).
- _____ 4. Physical fitness (including health, energy, stamina). Any physical limitations affecting performance? Yes No. Has employee used more sick leave (including annual leave or LWOP for illness) during the rating period than the amount of sick leave earned during such period? Yes No. If answer to either is yes, explain.
- _____ 5. Resourcefulness, ingenuity, and initiative.
- _____ 6. Forcefulness and aggressiveness as required.
- _____ 7. Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.
- _____ 8. Planning of work.
- _____ 9. Accuracy and attention to pertinent detail.
- _____ 10. Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines, unless failure to meet is attributable to causes beyond employee's control.
- _____ 11. Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
- _____ 12. Performance results (rate if applicable and mark others O) _____ A. Internal Security; _____ B. Criminal or General Investigative; _____ C. Fugitive; _____ D. Applicant; _____ E. Accounting; _____ F. Other, such as Supervisor.
Comment on type of work handled entire rating period, including performance in other divisions, and appraisal of overall work performance:

FD-185a

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DATE 10/01/2000 BY SP2/AM/MLC
MDR-16

Complexity of matters handled: None Moderate Most complicated
Degree of supervision required: Above average Average Minimum None

Employee's
Initials

- A. Employee signifies by initialing hereafter that during the course of receiving the performance rating report (limit this provision to annual, 60-day or 90-day reports) employee has read and understands position description.
- B. Is employee available wherever needs of service require for general assignment? Yes No Special assignment? Yes No
- C. Is employee qualified to operate a motor vehicle incidental to official duties? Yes No
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle to be used.
(b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.
- D. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, Accountant, or as Resident Agent, supervisor, instructor, etc.):

ADJECTIVE RATING: _____ EMPLOYEE'S INITIALS _____
(Outstanding, Excellent, Satisfactory, Unsatisfactory)

(Checklist and Narrative Comments continued)

13. Firearms. Check One: Qualified Qualified Instructor Expert
14. Development of informants and sources of information. Comment on weaknesses or justify limited participation.
During rating period developed _____ informants; _____ potential informants.
15. Reporting: (Consider conciseness, clarity, organization, thoroughness, accuracy, adequacy and pertinency of leads, and administrative detail.)
 A. Reports; B. Memos, letters, wires.
16. Performance as a witness. During rating period; Based on past performance; No experience.
17. Executive evaluation (approved Supervisors, Relief Supervisors, Alternate Senior and Senior Resident Agents; underline applicable.)
 A. Leadership F. Devising procedures
 B. Ability to handle personnel G. Promoting high morale
 C. Making decisions H. Getting results
 D. Assignment of work I. Furthering equal employment opportunity
 E. Training subordinates
18. Raids and dangerous assignments; A. As leader; B. As participant.
19. Miscellaneous. Specify and rate:
 Dictation; Applicant recruitment; Other _____
20. Police Instruction: Qualified Participated Audited
21. Foreign Language Ability: Proficient in _____ language(s).
Can handle typical investigative problems as follows:
A. Conversation form _____ (language) Excellent Very Good Good Fair Unsatisfactory
B. Written form _____ (language) Excellent Very Good Good Fair Unsatisfactory
Frequency _____ language ability used during rating period _____.
Anticipated use during ensuing year _____.
- C. Completed Bureau Language School No Yes _____, _____, _____.
Specify language(s)
22. Administrative Advancement: (Check block if not interested.)
A. Yes No Agent is completely available for administrative advancement.
B. Yes No Agent is considered qualified for administrative advancement, including experience, ability, personality and appearance.
C. If answer to B is "Yes," Agent's qualifications are considered Very Good Excellent Outstanding
Explain if interested but not now qualified.
23. Number of Incentive Awards _____.
Commendations received from Director: Individual _____ Through Superior _____.
Suggestions submitted _____.
If none, check block .
24. Disciplinary Action and Justification for any Unsatisfactory Items. None
(List items taken into consideration on Checklist.)

EMPLOYEE'S INITIALS _____

PERFORMANCE RATING GUIDE FOR CLERICAL PERSONNEL
(For use as attachment to Performance Rating Form FD-185)

Name of Employee _____

Note: Only those items having pertinent bearing on employee's performance should be rated. Actual performance is to be compared with current, existing job description requirements.

+ RATE ITEMS AS FOLLOWS: (See Manual of Rules and Regulations for detailed instructions.)

Outstanding (To warrant overall +, all rated elements must be +, and justified in writing with one page narrative.)

E Excellent (Overall E must be supported by E or + on majority of items, including important elements.)

✓ Satisfactory

- Unsatisfactory (If any item so rated, overall adjective rating can be no better than Satisfactory.) Any unsatisfactory item or overall Unsatisfactory rating must be supported in writing.

O No opportunity to appraise. In other responses, use "X."

(Use INK for Checklist - DO NOT TYPE)

CHECKLIST

- _____ 1. Personal appearance.
- _____ 2. Personality and effectiveness of personal contacts.
- _____ 3. Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability, and willingness to equitably share work load).
- _____ 4. Physical fitness - (including health, energy, stamina). Has employee used more sick leave (including annual leave or LWOP for illness) during the rating period than the amount of sick leave earned during such period? Yes No.
If answer is yes, explain.
- _____ 5. Resourcefulness, ingenuity, and initiative.
- _____ 6. Forcefulness and aggressiveness as required.
- _____ 7. Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.
- _____ 8. Planning of work.
- _____ 9. Accuracy and attention to pertinent detail.
- _____ 10. Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines, unless failure to meet is attributable to causes beyond employee's control.
- _____ 11. Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
- _____ 12. Supervisory evaluation:
 - _____ (a) Leadership
 - _____ (b) Ability to handle personnel
 - _____ (c) Making decisions
 - _____ (d) Assignment of work
 - _____ (e) Training subordinates
 - _____ (f) Devising procedures
 - _____ (g) Promoting high morale
 - _____ (h) Getting results
 - _____ (i) Furthering equal employment opportunity
- _____ 13. Miscellaneous. Specify and rate:
 - _____ Technical or mechanical skills
 - _____ Other _____
- 14. Number of Incentive Awards _____ .
 Commendations received from Director: Individual _____ Through Superior _____ .
 Suggestions submitted _____ .
 If none, check block .
- 15. None. Disciplinary Action and Justification for any Unsatisfactory items. (List items taken into consideration on Checklist.)

FD-185b

(Use space above for any additional comments)

A. Describe general nature of assignment during most of rating period (such as typing, stenography, secretarial, radio operating, translating):

B. Is description of position to which employee assigned current and accurate as described and as operating? _____ (If not, identify by Position Number here _____, and explain.)

C. Employee signifies by initialing hereafter that during the course of receiving the performance rating report (limit this provision to annual, 60-day or 90-day reports) employee has read and understands position description.

Employee's Initials _____

D. Is employee qualified to operate a motor vehicle incidental to official duties? Yes No If answer is "Yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle to be used. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: _____

(Outstanding, Excellent, Satisfactory, Unsatisfactory)

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DATE 10/04/2004 BY SP2 sum/lmf

EMPLOYEE'S INITIALS _____

MDR-16

To:

Date:

From:

Subject:

File No:

FD-186

Section 87, Manual of Instructions, directs that the description and photograph should be placed on the reverse side of the ADEX Card. In regard to the photograph, the most recent one should be used if there is a choice. A review of the subject's file reflects there is is not a photograph of the above-captioned subject available for placing with the ADEX Card. (If more than one photograph is available, the Agent handling the investigation should indicate the photograph to be used.)

Section 87, Manual of Instructions, requires that ADEX subjects must be personally observed and such fact specifically noted in the subjects' case files. Has captioned subject been personally observed? Yes No. If so, make appropriate entries in the following blanks:

- (1) Observed by SA _____
- (2) Date observed _____
- (3) Personal observation of subject is indicated in serial _____

Following are descriptive data relating to the subject, which data should be placed on the reverse side of the ADEX Card. If subject is already included in the ADEX only those entries necessitating changes in the data posted on the ADEX Cards should be made in the blanks below. For example, if subject is personally observed subsequent to his designation for the ADEX, any additional descriptive data developed thereby should be noted in the appropriate spaces to allow their posting on the reverse side of the ADEX Cards.

- (1) Name and Aliases:
- (2) Sex:
- (3) Race:
- (4) Birth Date:
- (5) Height:
- (6) Weight:

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- (7) Build:
- (8) Hair:
- (9) Eyes:
- (10) Complexion:
- (11) Scars and Marks:
- (12) Peculiarities:
- (13) Marital Status:
- (14) Immediate Relatives (including the number of minor children):

- (15) Nationality:
- (16) Birthplace:
- (17) Fingerprint Classification:
- (18) FBI or Police Number:
- (19) Social Security Number:
- (20) Residence:

- (21) Occupation:
- (22) Criminal Record, showing sources:

- (23) Seamen's Certificate Number:

Check following, where applicable:

- The subject is exceedingly dangerous. The following statement should be added to the reverse side of geographical card.

NOTE: Read verbatim to applicant. "Do you fully realize that willfully withholding information or making false or incomplete statements during this interview will be a basis for dismissal from the FBI and that making a false statement is violation of Section 1001, Title 18, U.S. Code?" Yes No

TO: DIRECTOR, FBI

1. Name of applicant		2. (a) Position applied for (b) Will accept clerk-typist or clerk if no vacancy exists and/or fails to qualify for the higher position <input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Field Office	4. Interviewing official	5. Interview date	6. Place of Interview
		7. Recommendation <input type="checkbox"/> Favorable <input type="checkbox"/> Unfavorable	

8. Availability <input type="checkbox"/> Clerical - (a) Is applicant willing to serve minimum period of one year? <input type="checkbox"/> Yes <input type="checkbox"/> No (b) Does applicant have any personal problems at home such as ill health of parents, which will prevent continuous employment at office of assignment? <input type="checkbox"/> Yes <input type="checkbox"/> No (if "Yes," give details under General Comments.) <input type="checkbox"/> Special Agent - (c) Applicant is completely available for general and special assignment wherever and whenever services are needed and is willing to serve a minimum of three years. <input type="checkbox"/> Yes <input type="checkbox"/> No (d) The demanding requirements, including overtime, transfers, etc., have been thoroughly discussed and applicant has no physical or other problems of any nature involving applicant, family members or members of spouse's family which would preclude acceptance and continuous availability if appointment is offered. <input type="checkbox"/> Yes <input type="checkbox"/> No (if "No," explain.)		9. (a) Earliest date applicant can report for work _____ (b) Minimum number of days notice required prior to reporting for work _____	
---	--	--	--

10. Addresses and telephone numbers Residence _____ Telephone _____ Business _____ Telephone _____	
--	--

11. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	12. U.S. citizen <input type="checkbox"/> Yes <input type="checkbox"/> No	13. Age	14. Height (with out shoes)	15. Weight	16. Physical defects (including hearing, vision, color vision; for Special Agent Applicants see 28d)
---	---	---------	-----------------------------	------------	--

EDUCATION

17. Extent of, and degrees	18. Grade average and class standing
----------------------------	--------------------------------------

EXAMINATION GRADES				ABILITIES			
19. <input type="checkbox"/> Law	<input type="checkbox"/> Other (specify) _____	<input type="checkbox"/> Typing	<input type="checkbox"/> Spelling	20. <input type="checkbox"/> Typing	_____ wpm	<input type="checkbox"/> Stenographic	_____ wpm
<input type="checkbox"/> Accounting	_____	<input type="checkbox"/> Shorthand	<input type="checkbox"/> Vocabulary	<input type="checkbox"/> Composite	_____ wpm	<input type="checkbox"/> Teletype	_____ wpm
<input type="checkbox"/> SA Oral	_____						

MISCELLANEOUS

21. If applicant has not listed a Social Security Number on application, has applicant been advised that if offered appointment applicant should have one when reporting for duty? Yes No

NOTE: (If the answer to questions 23, 24, 25, 26 and 27 is "Yes" secure full details, including pertinent names, dates, and places, and include under "GENERAL COMMENTS" using additional sheets if necessary.)

22. Does applicant use intoxicants?
 No Yes To what extent? _____

23. Has applicant or any member of the family ever used drugs of abuse such as heroin, LSD or marijuana without a doctor's prescription? Yes No

24. Has applicant or any member of the family ever suffered from, or been treated for, any form of mental illness, insanity, epilepsy, been mentally retarded, or had psychiatric consultation of any kind? Yes No
If confined, name and address of institution _____

25. Has applicant or any member of the family ever been declared bankrupt?
 Yes No

26. Following question should be read verbatim to applicant: "Have you, or any member of your family, ever been sympathetic toward, affiliated in any way with, or a member of the Communist Party, any Communist or Fascist group, any group or doctrine advocating the overthrow of the U. S. Government, any group whose purpose is to deprive persons of their rights under the constitution of the U. S. or any group or doctrine which could be construed as being subversive, opposed to the best interests of the U. S., in favor of, or controlled by, a foreign power?" Applicant's answer: Yes No

27. Is applicant aware of any incident or information concerning himself or a relative which might tend to reflect unfavorably upon the applicant's reputation, morals, character, ability or loyalty to the United States? Yes No

SPECIAL AGENT APPLICANT ONLY

28. Special Agent Applicant (amplify, if necessary, items b, c, and d under General Comments)

a. Drives automobile Yes No: has valid licenses in States of _____

b. Has had executive, professional, investigative or specialized experience for which the Bureau has a current need.
 Yes No Total experience _____

c. Has appearance of business executive and professional person Yes No

d. Does applicant have any physical defects, including any which would preclude unrestricted, regular participation in all phases of Bureau's firearms training, physical training, and defensive tactics? Yes No (if "yes" explain under General Comments.)

e. Has applicant in the past or does applicant now participate in any athletic activities, such as golf, basketball, tennis, etc.? Yes No (if "yes," describe in general comments under Item 39.)

29. Reserve obligation of applicant (amplify under General Comments) None Ready Standby Retired

1. What is duration of applicant's obligated service? _____

2. Does applicant actively participate in camps, drills, etc.? Yes No

3. Is applicant interested in more active participation? Yes No

4. If applicant had an option to resign, would applicant do so? Yes No

5. What is applicant's Military Occupational Specialty (MOS)? _____
MOS # _____

30. PERFORMANCE DURING SIMULATED INTERVIEW
Overall Evaluation: Excellent, very good, good, fair, poor _____

ACTION: (For FBIHQ use only) _____ ROUTERS' BLOCK

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DATE 10/24/2000 BY SP2 PML/MLC
MDR-16

EVALUATION - ALL APPLICANTS

NOTE: Interviewer underline adjective best describing applicant. If none applicable, insert appropriate descriptive terms.

31. PERSONAL APPEARANCE

- a. Initial Impression: Outstanding, excellent, very good, good, fair, poor
b. Dress: Businesslike, casual, bizarre, careless
c. Neatness: Well-groomed, neat, untidy, dirty
d. Build: Large, medium, small, stocky, frail, obese
e. Complexion: Very healthy, normal, defective (specify)
f. Photograph: Good likeness (if not, explain)

Overall Evaluation: Outstanding, excellent, very good, good, fair, poor

32. EVALUATION OF APPLICANT AS RESULT OF INTERVIEW

- a. Approach: Impressive, friendly, quiet, ingratiating, hesitant, unimpressive, garrulous
b. Handshake: Firm, weak
c. Poise: Well-poised, steady, lacking
d. Voice: Well-modulated, clear, too low, harsh, high-pitched
e. Accent: None, foreign, regional, slight, very noticeable
f. Nervousness: None, slight, very nervous
g. Assurance: Self-confident, average, cocky, timid
h. Enthusiasm: Enthusiastic, average, undemonstrative, indifferent
i. Force: Forceful, aggressive, sufficient, vacillating, lacking
j. Amenability: Amenable, self-centered, stubborn, resentful
k. Alertness: Alert, responsive, lackadaisical, dull
l. Tact: Tactful, average, blunt, lacking
m. Maturity: Mature, immature, responsible, irresponsible
n. Answers Questions: Definitely, deliberately, impulsively, vaguely, incompletely
o. Resourcefulness: Above average, average, lacking
p. Self-expression: Above average, average, below average, poor

Overall Evaluation: Outstanding, excellent, very good, good, fair, poor

33. Does applicant have unusual hair style or sideburns, dress, gestures, mannerisms or demeanor which detract from overall appearance and impression? Yes No (If "Yes," explain under General Comments.)

34. SELECTIVE SERVICE STATUS - registered Yes No
Classification - Has applicant requested or does he intend to request special selective service classification, such as I-A-O, I-O, IV-D, IV-F, etc.? Yes No (If so, explain under General Comments.)

35. How did applicant become interested in Bureau employment, i.e., career days, Bureau acquaintances, friends, relatives, etc?

36. In event applicant desires to enter on duty the same date as a classmate, friend, or relative who has also applied for FBI employment, will he or she enter on duty alone in event the other person(s) does not receive an appointment? Yes No

37. If applicant enters on duty with spouse or friend, is he or she agreeable to working in a different section or a different shift? Yes No

38. Based on interviewer's composite evaluation of applicant, is applicant recommended as one who would develop into a capable and creditable FBI employee? Yes No. If yes, applicant is considered Outstanding Above Average.

39. General comments, including comments to supplement the adjectives underlined and to aid in overall evaluation of applicant. Insure that all information included on application or developed during interview which may be of a derogatory nature or requires consideration or resolution has been commented upon in your write-up. Also set forth observations to support your recommendation. (Use supplemental sheet if necessary.)

Date _____

Title and Character of Case _____

Date Property Acquired	Source From Which Property Acquired
------------------------	-------------------------------------

Location of Property or Bulky Exhibit	Reason for Retention of Property and Efforts Made to Dispose of Same
---------------------------------------	--

Description of Property or Exhibit and Identity of Agent Submitting Same

FD-192

SEMIANNUAL INVENTORY CERTIFICATION TO JUSTIFY RETENTION OF PROPERTY (Initial and Date)

ALL INFORMATION CONTAINED
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DATE 10/04/00 BY SP8 RUM/lmt
MAR-16 Field File #

Report of Exit and Separation
FD-193 (Rev. 4-11-75)

TO:

FROM:

DATE:

Name of Employee

EOD Date

Title

Last Local Address

Forwarding Address (include Zip Code, if known)

Cease-active-duty Date (hour and last day physically at work)

Working Hours (include workweek if other than Monday - Friday)

Interview Conducted By (Signature)

Title

LEAVE DATA

Leave category 4 6 8

Hours of accrued leave employee will have at close of business on cease-active date which is the last hour of the last day physically at work. Do NOT add accruals if effective date of separation is at a later date. AL _____ SL _____
Hours of annual leave carried over at beginning of current leave year. _____ AL _____

Leave to be used prior to cease-active-duty date _____

Note: Public Law 93-181 provides employees are paid for all annual leave credited to employee in year of separation.

If employee has been granted advanced leave, indicate number hours owed at close of cease-active-duty date. AL _____ SL _____

READ BEFORE INTERVIEWING

Purposes:

- 1 - Obtain real, motivating reason for resignation
- 2 - Save a valuable employee if possible
- 3 - Serve as basis for (1) information supplied by Bureau upon request by State Unemployment Compensation Boards, (2) accurate analysis of turnover, (3) determining necessary or desirable organizational improvements, and (4) permitting a recorded recommendation regarding future reinstatement.

When and Where Conducted: As promptly as possible after receipt of resignation in adequate privacy with adequate time.

By Whom Conducted: Clerical employee - by immediate Agent supervisor; Agent - by SAC or in his absence by official acting for him.

Reasons Given for Separation: First, carefully weigh reasons for resignation shown in employee's letter and developed during exit interview to determine real motivating reason for resigning. If such reason was because of employee's desire to leave Bureau job, leave city where assigned, or otherwise just return home, execute a reason under Item A below. (For instance employee might show resigning to seek employment closer to home meaning motivating reason is to return home, not seek other employment.) If other, execute reason(s) under B. Explain all under Item M. Comments.

A.

- 1. Return to Home Area
- 2. Homesick for Family and Friends
- 3. Unable to Adjust to City Environment
- 4. Living Costs
- 5. Transportation
- 6. Housing
- 7. Concern Over City Life (Crime, etc.)
- 8. Dissatisfaction With Assignment
- 9. Dislike of Production or Work Standards
- 10. Dislike Performing Overtime
- 11. Dislike Shift Assignment
- 12. Working Conditions - Physical Plant (i.e., no air conditioning)
- 13. Working Conditions (other than physical plant)
- 14. Lack of Promotional Opportunity

B.

- 15. Military
- 16. Other Employment (Show this as reason only where employee otherwise satisfied with Bureau employment)
Check both reason and type.
Reason:
 a. Promotional
 b. Enter different field
Type:
 a. Other Government employment
 b. Private industry
 c. Self-employment
- 17. Poor Health (Self)
- 18. Poor Health (Family)
- 19. Marriage
- 20. Maternity
- 21. Attend School; locally; other area
- 22. Change of Residence (husband or family moving)
- 23. Housewife or Child Care
- 24. Resignation requested
- 25. Removal
 All involuntary separations
 Abandonment of position - failed to submit resignation
- 26. Resigned during administrative inquiry
- 27. Retirement
 Optional (including liberalized); give reason
 Disability
- 28. Other (Explain under comments)

- C. 1. Did employee violate terms under transfer agreement, 3-34b Yes No; Foreign Assignment, FD-382 Yes No; Government Employees Training Act, FD-375 Yes No; transportation expense agreement, 12-69? Yes No
- 2. Did employee resign prior to expiration of any agreement made not covered in #1 such as to remain a specific period following initial appointment or following special training? Yes No If yes, specify agreement(s) involved and explain under Item M. Comments.
- 3. If FBIHQ clerical employee, did employee resign within 100 days of entrance on duty? Yes No
- 4. If answer to either question 1 or 3 above is "yes":
a. Advised employee any money due being held in abeyance until determination is made as to any indebtedness.
b. Advise Bureau of resignation, Attention: Data Processing Section on _____
by teletype telephone

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MAR-16

(over)

- D. Does employee have any specific suggestion for improving the organization? No Yes If so, explain. (In the event the suggestion is new, it should be presented to the Bureau for consideration. If previously considered by Bureau and adopted or turned down the employee should be so advised.)
- E. Has employee been cautioned about divulging confidential information acquired in job? Yes No Failure to abide by this provision violates Department of Justice regulations and may violate certain statutes providing maximum severe penalties of a \$10,000 fine or 10 years' imprisonment, or both.
- F. All Government property, documents made or received while in the FBI's service, including FBIRA card, will be collected on date employee ceases active duty (exceptions: Honorary FBIRA card, commendation, censure or promotion letters or copies of expense vouchers, etc.). Yes No
- G. If employee is resigning for maternity purposes, appropriate block must be marked:
- Employee is not entitled to payment for accrued sick leave as she will not be incapacitated for duty after indicated cease-active-duty date.
- Doctor's certificate attached indicating (1) employee is incapacitated for duty after indicated cease-active-duty date, and (2) expected date of confinement.
- Doctor's certificate attached indicating employee can safely continue working to date specified. (Applicable to those cases where the employee desires to work up to less than 6 weeks before expected date of delivery.)
- H. Was employee instructed that if enrolled in a health benefits plan coverage continues temporarily for 31 days from the termination of health benefits enrollment and during that time employee is eligible to convert to an individual contract? If employee converts to an individual plan there is no waiting period for any benefits. Yes No
- I. Was employee instructed that if enrolled under the Special Accident and Travel Insurance (SATI) coverage under the Accident Protection Benefit Plan continues for 31 days from the last day of pay period in which a deduction was made? This is not necessarily the last day on duty of employee but invariably two weeks prior since the termination of payroll allotments differs according to notice given of resignation. Employee is eligible to continue this coverage at the same rates and amounts to age 65. If employee desires to continue this coverage he/she should immediately contact Wright & Company, 1001 Connecticut Avenue, N. W., Suite 1222, Washington, D. C. 20036. Yes No
- J. Was employee instructed to furnish forwarding address to all firms with which accounts or business transactions have been established? Yes No Was employee urged to satisfactorily pay his (her) just debts? Yes No
- K. Was employee advised that any inquiries concerning his (her) FBI employment should be directed to FBI, Justice Building, Washington, D. C. 20535, as such information is not available elsewhere? Yes No
- L. The retiring employee is qualified and desires the 20-year plaque 25-year plaque 30-year plaque.
- M. Comments: (Please state specific individual reason in explanation of check on other side of form. Set out if it can possibly be obtained, (1) re employment - information as to where the other employment will be, its nature, the salary that will be paid and when it will begin; (2) re school - date employee proposed to enroll.)
- N. Has there been any substantial change in employee's work performance record since submission of last performance rating? No Yes If "Yes" give current adjective rating and basis for change.
- O. For SA Employees Only. Have reason(s) for resigning been thoroughly discussed with employee? Does employee understand that favorable consideration may not be given for reinstatement unless reason(s) for resigning were compelling and beyond employees control? Yes No
- P. Recommendations re reinstatement: Yes No (If No, explain why.)

Director, FBI
 Att: Special Investigative Division

SAC,

FD-65

- Initial Submission
- Supplements FD-65 dated _____
- Photograph not needed

- Indicate following:
- Extremist (Black)
 - Extremist (White)
 - Rev. Act.
 - Other Security background
 - None of these

Caution <input type="checkbox"/>		MKE Name		NAM		Sex	SEX	Race	RAC			
Place of Birth				POB	Birth Date	DOB	Height	HGT	Weight	WGT		
Eye Color	EYE	Hair Color	HAI	FBI No.	FBI	Skin Tone		SKN				
Scars, Marks, Tattoos, etc.									SMT			
NCIC Fingerprint Classification			FPC	Other Identifying Number		MNU	Social Security #		SOC			
Operator's License Number			OLN	Operator's License State		OLS	Year Expire		OLY			
Offense Charged OFF _____												
U. S. Code, Title and Section _____												
Warrant Issued By _____ on _____						DOW	F. O. File #		OCA			
Date PBV or Bond Default Case Referred to Office _____												
Miscellaneous Including Bond Recommended					MIS	Fingerprint Classification (Henry System)						
LICENSE PLATE AND VEHICLE INFORMATION												
License Plate Number		LIC	State		LIS	Year Expires		LIY	License Plate Type	LIT		
Vehicle Identification #		VIN	Year	VYR	Make	VMA	Model	VMO	Style	VST	Color	VCO
Aliases					Additional Identifiers							
ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/14/00 BY SP8/AM/MAF MDR-16					112 12/28/73							
NCIC #			NIC									

INSTRUCTIONS

1. **Caution (MKE)** - Insert "C" in block if caution statement indicated. Basis for caution statement must appear in Miscellaneous block, e.g. armed and dangerous.
2. **Name (NAM)** - Place name in this block. Aliases are not to be entered in this block but are to be placed in Aliases block.
3. **Sex (SEX)** - Sex will be designated by one letter, M (male) or F (female).
4. **Race (RAC)** - Race will be described by one letter, W (white), N (Negro), I (Indian), C (Chinese), J (Japanese), O (all other). Mexicans who are not definitely Indian or other nonwhite should be described as "W".
5. **Place of Birth (POB)** - Indicate city and state or, if foreign born, city and country. Where multiple birthplaces are reported, list verified birthplace or that which appears most logical in this block.
6. **Birth Date (DOB)** - Enter as month, day and year. Where multiple birth dates are reported, enter verified birth date or that which appears most logical in this block. Place other dates of birth in Additional Identifiers block.
7. **Height (HGT)** - Express in feet and inches, e.g., 6' 0". Round off fractions to nearest inch.
8. **Weight (WGT)** - Express in pounds. Omit fractions.
9. **Eye Color (EYE)** - Use appropriate three character symbol.
10. **Hair Color (HAI)** - Use appropriate three character symbol.
11. **Skin Tone (SKN)** - Use appropriate three character symbol.
12. **Scars, Marks, Tattoos, etc. (SMT)** - Place in this block only appropriate NCIC coding for scars, marks, tattoos, birthmarks, deformities, missing body parts and artificial body parts as defined in NCIC Operating Manual. If more than one SMT is to be entered, use Additional Identifiers block for additional appropriately coded items. Use Miscellaneous block to describe all scars, marks, tattoos, etc. which are not defined in the NCIC Operating Manual and to more fully describe SMT's which have been entered in SMT block. For example, an appendectomy scar, not being readily visible, would be described in the Miscellaneous block. A tattoo on right arm, shown as TAT R ARM in block, might be further described in Miscellaneous block as a rose tattoo on inside of lower right arm.
13. **NCIC Fingerprint Classification (FPC)** - Enter NCIC fingerprint classification.
14. **Other Identifying Number (MNU)** - Miscellaneous numbers may be entered with appropriate identifiers (prefixes) as shown below. For first miscellaneous identifying number, use MNU block. When military service number is in fact Social Security Account Number, the number should be entered in both MNU and SOC blocks. Additional identifying numbers are placed in Additional Identifiers block. The identifier (prefix) should precede the number and be separated from the number by use of a hyphen.
 - AF - Air Force Serial Number
 - AR - Alien Registration Number
 - AS - Army Serial Number, National Guard Serial Number or Air National Guard Serial Number (regardless of State)
 - CG - U. S. Coast Guard Serial Number
 - MD - Mariner's Document or Identification Number
 - MC - Marine Corps Serial Number
 - MP - Royal Canadian Mounted Police Identification Number
 - NS - Navy Serial Number
 - PP - Passport Number
 - PS - Port Security Card Number
 - SS - Selective Service Number
 - VA - Veterans Administration Claim Number
15. **Fingerprint classification (Henry System)** - The Henry System fingerprint classification is to be placed in this block, when available. Do not enter in NCIC.
16. **Social Security Number (SOC)** - Place subject's Social Security Account Number in this block.
17. **Operator's License Number** - Place subject's operator's license number in OLN block. Also show licensing state (OLS) and year license expires (OLY).
18. **Warrant Issued By-On-(DOW)** - In Escaped Federal Prisoner cases enter date of escape in DOW block.
19. **Miscellaneous (MIS)** - Enter additional pertinent information in this block. If caution statement used, basis for statement must be set forth as first item in this block.
20. **License Plate and Vehicle Information** - Place information concerning license plate and/or vehicle known to be in the possession of subject in appropriate blocks under License Plate and Vehicle Information heading.
21. **Additional Identifiers** - Enter information concerning additional license plates (number, state, year expires, and where applicable, type); Social Security Numbers; operator's license number, state and year expires; vehicle information (VIN, VYR, VMA, VMO, VST, VCO); MNU's (see list in item 13 above); visible scars, marks, tattoos, etc.; and dates of birth. Clearly identify what data is being set forth; e.g. Social Security # 423-56-3294; Michigan operator's license 234567, expires 1972; DOB's 4/5/32, 5/3/32; etc.
22. Changes and deletions should be so indicated in the appropriate blocks.

TO: SAC _____, 19 ____
Attention: _____ RA

RE: _____
aka _____

The captioned subject was reported residing at _____
_____, and employed as a _____ at the
_____, as of _____, 19 ____.
Subject's spouse is _____.

The subject has been reported involved in the following subversive and extremist activity on the dates shown:

FD-203

1. _____
2. _____
3. _____

It is requested the following investigation be conducted: (Check where applicable.)

- A. Verify current employment and residence.
- B. Determine current criminal record, it being noted the subject's criminal file was last reviewed _____, 19 ____.
- C. Obtain background, and dates, from subject's employment record.
- D. Check subject's marriage record at Probate Court, it being noted subject was reported married _____, 19 ____, at _____.
- E. Check official birth record at Bureau of Vital Statistics, it being noted subject reported born on _____, 19 ____, at _____.
- F. Determine whether subject has access to classified or restricted material.
- G. Conduct neighborhood investigation; the following specific information is desired:

- H. Check informants, it being noted _____, _____, _____, and _____ have given information in the past.
- I. Review INS records.
- J. Determine if subject has military service.
- K. Obtain photograph of subject description handwriting specimen.
- L. Determine subject's education; check school or college records, it being noted subject was reported attending _____ in 19 ____.
- M. Determine subject's status of health.

The agent conducting the investigation will be alert for any evidence of subversive activity and in addition will _____

(use reverse side, if necessary)

Enc. Serial/s _____
File # _____
Special Agent _____

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HEREIN IS UNCLASSIFIED
DATE 01/04/2000 BY SP8 BMM/MLF
MAR-16

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Copy to:

Report of:

Office:

Date:

Field Office File #:

Bureau File #:

Title:

Character:

Synopsis:

FD-204

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2000 BY SP2 PUM/maf
MDR-16

UNITED STATES GOVERNMENT

Memorandum

TO : SAC

DATE:

FROM : SA

SUBJECT:

Dates of Contact

File #s on which contacted (Use Titles if File #s not available or when CI provides positive information)

Purpose and results of contact

- NEGATIVE
- POSITIVE
- STATISTIC

FD-209

POSITIVE ASSIGNMENT GIVEN

Has informant shown any indication of emotional instability, unreliability or furnishing false information?

Informant certified that he has furnished all information obtained by him since last contact, including information concerning narcotics.

Coverage

PERSONAL DATA

ALL INFORMATION CONTAINED
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DATE 10/04/2000 BY SP2 RMM/lmk
MOR-16

UNITED STATES DEPARTMENT OF JUSTICE
Federal Bureau of Investigation

IMMEDIATE ATTENTION: DESERTER DESK

AIRTEL

DATE:

TO: Director (BUFILE: 42-
Federal Bureau of Investigation

FROM: SAC, (42-

STATUS:
 REPORT FOLLOWS

SUBJECT:

Social Security Account #:
Serial #:
FBI #:
DESERTER FUGITIVE
O.O.

The above-captioned individual has been apprehended, located, or his status has otherwise been cleared as indicated and this Bureau's investigation has been discontinued.

Located By:

Date and Place:

Wearing Apparel:

Unemployed; Place of Employment:

Confined:

Fingerprinted or photographed; or with whom arrangements made to fingerprint and photograph:

Name, title, location and date military advised and by whom:

Remarks:

Description:

Copies:

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DATE 10/24/00 BY SP2 sum/mtf
MDR-16

(For FBI Headquarters Use Only)

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- Army Air Force Marine Corps Navy
 - Data Processing Section
 - Ident Div.
- Card Dated:

UNITED STATES DEPARTMENT OF JUSTICE
Federal Bureau of Investigation

COPY

DATE:

FROM: Director
Federal Bureau of Investigation

SUBJECT:

Social Security Account #:
Serial #:
FBI #:
DESERTER FUGITIVE
O.O.

The above-captioned individual has been apprehended, located, or his status has otherwise been cleared as indicated and this Bureau's investigation has been discontinued.

Located By:

Date and Place:

Wearing Apparel:

FD-220a

Unemployed; Place of Employment:

Confined:

Fingerprinted or photographed; or with whom arrangements made to fingerprint and photograph:

Name, title, location and date military advised and by whom:

Remarks:

Description:

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DATE 10/20/00 BY SP8 RUM/MAF
MOR-16

COPIES REFERRED BY FBI HEADQUARTERS TO:

Army Air Force Marine Corps Navy

FD-221

CITY _____

DATE _____

Received from Special Agent in Charge, FBI, _____

_____ dollars, and _____ cents,

(\$ _____), which money was actually paid by me on _____

to _____

for information concerning the case entitled _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/00 BY SP8 RLM/maf
MDR-16

W

Signed: _____

Special Agent

CITY _____

DATE _____

Request of Special Agent in Charge, FBI, _____

_____ dollars, and _____ cents,

(\$ _____), which money is to be paid by me on _____

to _____

for information concerning the case entitled _____

FD-221a

Services: \$ _____ Federal Income Tax Withheld \$ _____

Expenses \$ _____

Signed: _____
Special Agent

Have payments been made by other Offices? No Yes (List Offices below.)

Authority (date) _____

Period Covered by Payment _____

Authorization Checked _____

Check Number _____

Receipts Received _____

Voucher Prepared _____ Item _____

Date of Actual Payment _____

By whom _____

Informant's File No. _____

Approved _____

SAC

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2000 BY SP2 RRM/lmf
mbr-16

Mark opposite each item the number of the serial or serials in which the information appears. Although these items are regarded as nonvariable, changes may be noted by adding the new serial number and crossing out the old. When form is complete as to all applicable items, the Agent and Field Supervisor should initial the form at the end.

Symbol Number _____

Office File _____

Type of Informant: CI PCI CS
 C-TE PC

Bureau File _____

Serial No.

1. Name _____
2. Aliases _____
3. Informant Index Card Made _____
4. Description _____
5. Background Developed _____
6. Photograph _____
7. Local Criminal Check _____
8. Bureau Identification Record _____
9. Past Criminal Activities _____
10. Criminal Associates _____
11. Availability To Other Divisions _____
12. Advised of FBI Jurisdiction _____
13. Advised of Confidential Relationship _____
14. Advised Not Employee of Bureau _____
15. Advised to Furnish Information Only to Bureau _____
16. Advised Payments are Incoming _____
17. Advised Not to Contact Office Personally _____
18. When Designated Approved Informant _____
19. Indices Search Slip (FD-160) Summarized _____
20. Statement of Willingness to Aid Bureau _____
21. Arrangements for Payment _____
22. Symbol Number Assigned _____
23. Bureau Advised of Symbol _____
24. Service Record Checked, if any _____
25. Flash Notice Placed _____ or Removed _____
26. Alternate Agent _____
27. Coverage _____
28. Statistical Accomplishments _____
29. NCIC Test (Z) Inquiry _____
30. Inspector's Rating at Time of Last Inspection _____

237

FD

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2000 BY SP2 PUM/MAE
MAR-16

Completed: _____

Approved: _____

NO SERIAL NUMBER
KEEP ON TOP OF OTHER SERIALS IN FILE

Date _____

Mark opposite each item the number of the serial or serials in which the information appears. Although these items are regarded as nonvariable, changes may be noted by adding the new serial number and crossing out the old. When form is complete as to all applicable items, the Agent and Field Supervisor should initial the form at the end.

Symbol Number _____

Office File _____

Type of Informant SI PSI CS

Bureau File _____

Date Approved and Serial No. _____

Serial No.

1. Name _____

2. Aliases _____

3. Code Name _____

4. Bureau Advised of Symbol _____

5. Date and Place of Birth _____

6. Description _____

7. Photograph _____

8. Background Investigation:

(a) File References Checked _____

(b) Local Criminal Check _____

(c) Bureau Identification Record _____

(d) Selective Service Check _____

(e) Check of Armed Services Record _____

(f) Informants Canvassed _____

(g) Reliability Check _____

(h) Patriotism _____

(i) Reputation _____

9. Informant Advised of:

(a) Not Bureau Employee _____

(b) Activities Voluntary _____

(c) Relationship Confidential _____

(d) Bureau Labor Policy _____

(e) Not to Retain Copies of Notes - Reports _____

(f) Report to be Submitted Under Code Number and in Third Person _____

(g) Payments are Income _____

(h) Use Public Telephones _____

(i) No Office Contact Personally _____

10. Statement of Cooperation _____

11. Post Office Box Number Assigned _____

12. Informant Indices Card Made _____

13. Agent Who Handles Information _____

14. Alternate Agent _____

15. Concealment and Characterization Guide _____

16. Flash Notice Placed _____ or Removed _____

17. Coverage _____

18. NCIC Test (Z) Inquiry _____

19. Inspector's Rating at Time of Last Inspection _____

No Serial Number:

Keep on Top of Other Serials in File.

Initials _____ Agent
Supervisor

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/24/2000 BY SP2/pmm/llm
moe-16

238

PD

Film Pack Log

Person Photographed	Date and Place Photo Taken	File No.	Photographers Initials
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

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MAR-16

FD-251

FEDERAL BUREAU OF INVESTIGATION

REPORTING OFFICE	OFFICE OF ORIGIN	DATE	INVESTIGATIVE PERIOD
TITLE OF CASE		REPORT MADE BY	TYPED BY
		CHARACTER OF CASE	

FD-263

ACCOMPLISHMENTS CLAIMED <input type="checkbox"/> NONE					ACQUIT- TALS	CASE HAS BEEN: PENDING OVER ONE YEAR <input type="checkbox"/> YES <input type="checkbox"/> NO PENDING PROSECUTION OVER SIX MONTHS <input type="checkbox"/> YES <input type="checkbox"/> NO
CONVIC.	FUG.	FINES	SAVINGS	RECOVERIES		

APPROVED _____ SPECIAL AGENT IN CHARGE COPIES MADE: _____	DO NOT WRITE IN SPACES BELOW
ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE <u>10/04/2000</u> BY <u>SP2 RUM/kmf</u> MAR-16	

Dissemination Record of Attached Report	Notations												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">Agency</td> <td style="width: 10%;">Request Recd.</td> <td style="width: 10%;">Date Fwd.</td> <td style="width: 10%;">How Fwd.</td> <td style="width: 10%;">By</td> <td style="width: 50%;"></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td style="text-align: center; vertical-align: middle;">319</td> </tr> </table>	Agency	Request Recd.	Date Fwd.	How Fwd.	By							319	
Agency	Request Recd.	Date Fwd.	How Fwd.	By									
					319								

**Job Qualification Statement of Position of Radio Maintenance Technician
in the Federal Bureau of Investigation**

Entrance Salaries \$8,500 (Grade GS-5) and \$10,520 (Grade GS-7)

Applicants must be citizens of the United States, be in excellent physical condition and have satisfactory vision in view of the nature of the work.

Applicants also must have attained at least a high school education and some type of formal training in basic electronics; have a valid automobile operator's permit and pass a spelling test.

Applicants for the GS-5 position must be capable of assisting in ordinary repair and maintenance of electronic and FM radio equipment, and be proficient in the use of basic hand tools and electronic test equipment.

Applicants for the GS-7 position must possess a thorough knowledge of the fundamental principles of electronics and FM radio theory, and must be capable of performing corrective and preventive maintenance on electronic and FM radio communications equipment. To indicate previous training and experience, applicants should submit certification of the following, as applicable:

1. Commercial, government and/or military experience in maintenance of (a) electronic equipment for other than communications use, (b) communications equipment other than FM radio and (c) FM radio equipment.
2. Current or expired FCC First Class or Second Class Radiotelephone and/or Radiotelegraph License.
3. Commercial, government and/or military experience in electronic equipment design and/or construction.
4. Educational background in electronics theory and/or engineering.

Radio Maintenance Technicians must be willing to travel and accept assignments in any part of the United States or in Puerto Rico, and to work on a day, evening or midnight shift, as required. Promotional opportunities exist consistent with qualifications and proficiency. Appointments to these positions are not under Civil Service regulations and are strictly probationary for the first year.

Application forms may be obtained on request from any FBI field office or by communication addressed to the Federal Bureau of Investigation, Washington, D. C. 20535. Applicants may be required to proceed at their own expense to the nearest field office for interview and examination, and to their first office of assignment if employed.

FD-264

The Federal Bureau of Investigation is an equal opportunity employer.

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Time	Initial	IC OG	Activity Recorded
<p style="font-size: 48px; font-family: cursive;">FD-297</p> <p style="font-size: 12px; font-weight: bold; margin-top: 20px;">ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/04/00 BY SP2 RUM/kac MDR-16</p>			

Log Page Day Date	Employee's Name	Date Stamp
--	-----------------	------------

FEDERAL BUREAU OF INVESTIGATION

Date of transcription _____

FD 302

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MOR-16

Interviewed on _____ at _____ File # _____

by _____ Date dictated _____

This document contains neither recommendations nor conclusions of the FBI. It is the property of the FBI and is loaned to your agency; it and its contents are not to be distributed outside your agency.

- 1. Subject's name is included in the ADEX.
- 2. The data appearing on the ADEX Card are current.
- 3. Changes on the ADEX Card are necessary and Form FD-122 submitted to the Bureau.
- 4. A suitable photograph is is not available.
Date photograph was taken _____.
- 5. Subject is employed in a key facility and _____ is charged with security responsibility. Interested agencies are _____.
- 6. Reason for classification where exemption category does not provide a self-evident basis.
 - a. Details of Report: _____
 - b. Cover Pages: _____

- 7. Subject previously interviewed (dates) _____.
- Subject was not interviewed reinterviewed because (state reason)

FD-305

- 8. This case no longer meets the ADEX criteria and an FD-122 with succinct summary, has been directed to the Bureau recommending cancellation.
- 9. This case has been reevaluated in the light of the ADEX criteria and it continues to fall within the criteria because (state reason)

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MOR-16

- 10. Security Flash Notice (FD-165) to Identification Division:
 Submitted _____ (date) Placed Yes No
- 11. Subject designated and/or included in:
 - Arab Terrorist Photograph Album
 - Extremist Photograph Album
 - Weatherman Photograph Album

Date prepared

Date received

Received from (name or symbol number)

Received by

Method of delivery (check appropriate blocks)

in person by telephone by mail orally recording device written by Informant

If orally furnished and reduced to writing by Agent:
Date

Date of Report

Dictated _____ to _____

Date(s) of activity

Transcribed _____

Authenticated
by Informant _____

Brief description of activity or material

File where original is located if not attached

* INDIVIDUALS DESIGNATED BY AN ASTERISK (*) ONLY ATTENDED A MEETING AND DID NOT ACTIVELY PARTICIPATE.
VIOLENCE OR REVOLUTIONARY ACTIVITIES WERE NOT DISCUSSED.

Information recorded on a card index by _____ on date _____.

Remarks:

FD-306

Block Stamp

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DATE 10/04/2000 BY SP2 NIM/lmf
MOR-16

**QUESTIONNAIRE FOR APPLICANTS FOR
RADIO MAINTENANCE TECHNICIAN POSITIONS**

Note: Questions are intended to elicit answers which will provide basis for evaluation of your background and knowledge as pertinent to your application for employment. All questions are to be answered by the applicant as briefly as clarity will permit. Answers should be included in the space provided, if possible, although they may be continued on a separate sheet of paper if necessary.

1. List formal training received in theory, repair and/or design of electronic equipment, including names of schools, dates attended, courses completed and certificates obtained.

FD-318

2. List dates of employment, nature of work performed and degree of supervision received in repair of:
(a) electronic equipment for other than communications use, e.g., computers, radar, etc.,
(b) communications equipment other than FM radio, (c) FM radio equipment.

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DATE 10/04/00 BY SP2 DMJ/lmf
MOR-16

3. List electronic communication and radio equipment with which you have worked and degree of actual maintenance performed.

4. Explain maintenance procedures, both corrective and preventive, performed on above, including frequency of performance and test equipment used.

5. List the types of electronic test equipment with which you are familiar and how often and over what period of time you have used each type listed.

6. Have you ever constructed any electronic equipment by assembling the basic components?
 Yes No If so, describe such equipment and discuss briefly its theory of operation.

7. Have you ever tuned any radio/transmitters? Yes No If so, describe the transmitters as to type of emission and power output (*indicating make and model if known*) and state the degree of supervision you received in such work.
8. Have you ever aligned any radio receivers? Yes No If so, state what type of receivers, what equipment was used in the alignment process and what degree of supervision you received in such work.
9. Have you ever installed any two-way radio communications equipment in automobiles?
 Yes No If so, state the approximate number of such installations you have made and indicate the degree of supervision you received in performance of such work.
10. Have you ever had any responsibilities for the work of others in connection with communications and/or radio maintenance? Yes No If so, state the types of maintenance involved, the number of personnel for which you were responsible and the degree of responsibility.

11. List any valid Federal Communications Commission licenses you now hold. Include both amateur and commercial licenses and indicate license identifying data and date license obtained.

12. State briefly any other facts bearing on your technical qualifications for a position concerned with preventive and corrective maintenance of communications and FM radio equipment.

If appointed to the GS-5 RMT position, I understand I must acquire within two years, the GS-7 RMT technical qualifications which have been explained to me; that this may be accomplished through on-the-job training in the FBI under the supervision of an experienced technician coupled with my personal effort in the study of radio theory. If I fail to acquire these qualifications within two years, I fully realize I may be reassigned to other than technical maintenance duties and not necessarily to a location of my choice.

(Signature of Applicant)

UNITED STATES GOVERNMENT

Memorandum

TO : SAC,

DATE:

FROM : SA

SUBJECT:

In connection with the destruction of channelizing memoranda which are one year old, on a yearly basis, the serials listed below were destroyed. The review for this memorandum was made from serial _____ through serial _____.

In accordance with the above, the listing below sets forth the serials to be destroyed and the location of the original information:

Volume	Serials	Location of the Original Information

FD-338a

No. of copies _____

Approved _____

Destroyed by _____ Date _____

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED
 DATE 10/04/00 BY SP8AM/mac
 MDR-16

United States Department of Justice
Federal Bureau of Investigation

FD-342

Dear Sir:

For your information, I am enclosing communications which may be of interest to you.

Very truly yours,

Official in Charge

Enc.

ALL INFORMATION CONTAINED
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DATE 10/04/2008 BY SP8/sum/lmf
moe-16

Name				Symbol		Field Division	
Code			File Number			P.O. Box #	
<input type="checkbox"/> PS	<input type="checkbox"/> EI	<input type="checkbox"/> PEI	<input type="checkbox"/> CS	Date authorized		Race	
<input type="checkbox"/> CI*	<input type="checkbox"/> PCI	<input type="checkbox"/> SI	<input type="checkbox"/> PSI			Discontinued	
Residence address & telephone number							

Employment address, position, & telephone number

Type of information

Contacting Agent and

(Alternate (or FBIHQ Supv.) (over)

(For FBIHQ use only)

Date of birth

Place of birth

Citizenship

Current subversive membership

Activity or Remarks

FD-348

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DATE 10/04/2000 BY SP2 RUM/lmf
MOR-16

INSTRUCTIONS

- 1. Submit form in duplicate (unless used only to request check of State automated motor vehicle records).
- 2. This form may be submitted in legible HAND PRINTING.
- 3. Use separate form for each person on whom record is requested.
- 4. Date & place of birth imperative for passport check.
- 5. Indicate office for reply in lower left corner. Also list in same corner all offices which should receive copies of reply. Include carbon for each office receiving copies.
- 6. With regard to military records this form does not apply to deserters.
- 7. Reverse side of form may be used for recording results, if needed.

TO: SAC, Alexandria San Antonio RE: CIA Other Date
 Baltimore St. Louis INS
 Denver WFO MILITARY
 Indianapolis PASSPORT

Name		Aliases:			
Alien Reg. Number	Social Security Number	Date of Birth		Place of Birth	
Passport Number	Service Number	Race		Sex	Complexion
Address		Height	Weight	Hair	Eyes

Other pertinent information:

FD 356

FOR REPLY ONLY

On basis of information furnished, unable to identify:

Military Passport INS CIA

No pertinent identifiable information

Available information attached

Photo: Attached Unavailable

Handwriting specimen attached

Specific information desired:

**ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2008 BY SP/SLM/MLK
MAR-14**

Inquiry made by: _____

Date: _____

Also furnish: Photo
 Handwriting specimens

Block Stamp and Notations

Return reply to:

SAC _____ (_____)
File No. _____

Attention SA _____

Send copies to:

F B I

Date:

Transmit the following in _____
(Type in plaintext or code)

Via AIRTEL _____
(Precedence)

To: Director, FBI

ATTENTION:

- GENERAL INVESTIGATIVE DIVISION
- CIVIL RIGHTS SECTION
- CRIMINAL SECTION
- INTELLIGENCE DIVISION

From: SAC, _____

Subject:

- CR EL DIH CRA-64
- PA PE PF E
- DAMV DAMV-FR CAA
- AP IWFC CWAA FI
- EID Bomb Threats Extremist Matters
- White Hate Black

Summary of Complaint:

FD-365

INDICES: Negative See Summary

ACTION: UACB:

- No further action being taken and
- LHM enclosed Copy to: USA _____
- FD-376 (Enc. to LHM) Secret Service _____
- LHM being submitted ATF _____
- Report being submitted
- Preliminary investigation instituted
- Limited investigation instituted
- Investigation continuing

*ALL INFORMATION CONTAINED
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DATE 10/04/2001 BY SP2/um/mf
MOE-16*

Approved: _____ Sent _____ M Per _____
Special Agent in Charge



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to
File No.

SUBJECT:

CHARACTER:

REFERENCE:

Referenced communication contained subject's residence and/or employment address. A recent change has been determined and is being set forth below (change only specified):

Residence:

Employment:

FD-366

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DATE 10/24/00 BY SP2 BUN/lmf
mo 2-16

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UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

Attention: Data Processing Section

FROM : SAC,

SUBJECT: DISSEMINATION OF CRIMINAL INFORMATION
TO OTHER AGENCIES

RE SAC Letter 59-30 dated 5/5/59.

	All Matters	Narcotics Matters
A. Total number of items disseminated to local and state law enforcement agencies -----		
1. Information obtained during course of Bureau investigation -----		
2. Information furnished by all informants -----		
3. Information from complaints and any other sources --		
B. Total number of items disseminated to other Federal agencies -----		
1. Information obtained during course of Bureau investigations -----		
2. Information furnished by all informants -----		
3. Information from complaints and any other sources --		

3 - Bureau

FD-371

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DATE 10/04/2000 BY SP6AUM/lmf
m02-16

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM : SAC,

Note: Items 1 thru 10, list **total numbers**;
Items 11 thru 13, list **dollar value**;
or indicate **none** if applicable.

SUBJECT: CRIMINAL INFORMANT PROGRAM
MONTHLY PROGRESS LETTER

Administrative Accomplishments

1. Informants Listed at Beginning of Month _____

2. Informants Added During the Month _____
(List Symbol Numbers here.)

3. Informants Deleted During the Month _____
(List Symbol Numbers here.)

FD-374

4. Informants Listed at End of Month _____

5. Potential Informants Being Developed _____

Statistical Accomplishments

6. Subjects Arrested, FBI Cases _____

7. Bureau Fugitives (included in Item 6) _____

8. Subjects Located, FBI Cases (not included in Items 6 or 7) _____

9. Subjects Arrested, Other Federal Agencies _____

10. Subjects Arrested, State and Local _____

11. Merchandise Recovered, FBI Cases _____

12. Merchandise Recovered, State & Local _____

13. Merchandise Recovered, Other Federal Agencies _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 6/04/00 BY SP8 ALH/jmh
mar-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to
File No.

Date:

Director
Federal Bureau of Investigation
Washington, D. C. 20535

TRAINING AGREEMENT

In consideration for the following specialized training which will result in considerable time and expense to the Federal Bureau of Investigation (FBI), I, _____, agree to remain in the service of the FBI (or Department of Justice, as to final item below) for the time specified, contingent upon my maintaining a satisfactory work record.

- So that I may receive training in **classifying, searching, and filing of fingerprints**, I agree to remain in the service of the FBI performing fingerprint duties for at least one year from this date. I understand that I may be assigned, consistent with the demands of the service, to work at night.
- So that I may receive training in stenographic typing skills, I agree to remain in the FBI for a minimum of one year after completion of training. In addition, I agree to accept any assignment in any division at FBIHQ or Washington Field Office consistent with such needs for my services.
- So that I may receive training in automatic data processing equipment cryptanalytics, I agree to remain in the FBI one year after completion of formal training.
- So that I may receive training in a **foreign language**, I agree to remain in the FBI for three years after I successfully complete this training.
- So that I may receive **advanced training in maintenance and repair of FM radio equipment**, I agree to remain in the service of the FBI for at least one year following completion of the training.
- So that I may receive training under the Government Employees Training Act to be given me at _____, I agree to remain in the Department of Justice for a minimum of _____ after completion of training. If I voluntarily leave the Department before expiration of that period, I will pay the Government the amount of the additional expenses paid by it for the above-mentioned training.

FD-375

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DATE 10/04/00 BY SP2 NMM/jmt
MAR-16

Signature

Date _____

Mark opposite each item the number of the serial or serials in which the information appears. Although these items are regarded as nonvariable, changes may be noted by adding the new serial number and crossing out the old. When form is complete as to all applicable items, the Agent and Field Supervisor should initial the form at the end.

Symbol Number _____ Office File _____

Type of Informant: PEI EI CS-E Bur File _____

Date Approved and Serial No. _____ Serial Number _____

1. Name _____
2. Aliases _____
3. Bureau advised of Symbol _____
4. Cover name assigned and Bureau advised _____
5. Background developed _____
6. Description _____
7. Photograph _____
8. Local criminal check _____
9. Bureau Identification Record (FD-9) _____
10. Armed Service record check _____
11. Informants canvassed _____
12. Past extremist activities _____
13. Extremist associates _____
14. Informant advised of:
 - (a) Not Bureau employee _____
 - (b) Activities voluntary _____
 - (c) Relationship confidential _____
 - (d) FBI jurisdiction _____
 - (e) Furnish information only to Bureau _____
 - (f) Payments are income _____
 - (g) Report to be submitted under code name and in third person _____
 - (h) Not to contact office personally _____
 - (i) Not to retain copies of notes or reports _____
15. Reliability check _____
16. Statement of cooperation _____
17. When removed from probation _____
18. Informant indices card made _____
19. Agent who handles informant _____
20. Alternate Agent _____
21. Flash notice placed _____ or removed _____
22. Coverage _____

FD-377

23. NCIC Test (Z) Inquiry _____

24. Inspector's rating at time of last inspection _____

Completed _____

Approved _____

No Serial Number _____ Keep on Top of Other Serials in File

ALL INFORMATION CONTAINED
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DATE 10/04/00 BY SP2ALM/lmr
MAR-16

UNITED STATES GOVERNMENT

Memorandum

TO :

DATE:

FROM :

SUBJECT:

RE: _____

FD-379

Bureau authority is requested to interview subject in accordance with existing instructions relating to interviews of security subjects. Care will be exercised to protect the original source in this matter. No direct questions will be asked during the interview which will disclose to the subject the identity of the official or the establishment contacted, the method used in the contact, or the fact we are aware of the contact. The interview will be conducted in a manner so that the subject will volunteer the details of the contact. If this subject is cooperative, no affirmative steps will be taken during the initial interview to direct his activities, but a separate communication will be directed to the Bureau setting forth the results of the interview and requesting authority to recontact the subject to determine his asset potential.

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DATE 11/03/2008 BY SP2 RUM/jmf
MOR-16

FBI PERSONNEL RECORD

TYPE OR PRINT
LAST NAME

FIRST NAME

MIDDLE NAME

SEX RACE

HT. (Inches) WT.

HAIR EYES

EMPLOYEE'S SIGNATURE

DATE OF BIRTH

PLACE OF BIRTH

SCARS AND MARKS - AMPUTATIONS

DATE FINGERPRINTED

LEAVE THIS SPACE BLANK

FINGERPRINTED BY

CLASS.

REF.

1. RIGHT THUMB

2. RIGHT INDEX

3. RIGHT MIDDLE

4. RIGHT RING

5. RIGHT LITTLE

FD 380

6. LEFT THUMB

7. LEFT INDEX

8. LEFT MIDDLE

9. LEFT RING

10. LEFT LITTLE

LEFT FOUR FINGERS TAKEN SIMULTANEOUSLY

LEFT THUMB

RIGHT THUMB

RIGHT FOUR FINGERS TAKEN SIMULTANEOUSLY

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HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP8 ALM/WT

mdr-16

F B I

Date:

Transmit the following in _____
(Type in plaintext or code)

Via Airtel _____
(Precedence)

To: Director, FBI
From: SAC, _____
Subject: CRIMINAL INTELLIGENCE PROGRAM
 _____ DIVISION
 MONTHLY SUMMARY OF ACCOMPLISHMENTS
Re my airtel _____

FD-394

- 1. Number of agents assigned exclusively to the Criminal Intelligence Program in this Division: _____
- 2. A. Number of man days expended on this program during the recently concluded month: _____
- B. Number of man days expended on this program during the previous month: _____
- 3. A. Total number of Top Echelon Criminal Informants now active in this Division: _____
- B. Number of Top Echelon Criminal Informants developed during the recently concluded month: _____
- 4. A. Total number of La Cosa Nostra members identified to date in this Division: _____
- B. Number of La Cosa Nostra members identified as such during the recently concluded month: _____

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HEREIN IS UNCLASSIFIED
DATE 01/04/2000 BY SP2 am/jmf
MAR-16

Approved: _____ Sent _____ M Per _____
Special Agent in Charge

VERIFICATION OF INFORMATION CONCERNING BOMBING SUSPECTS

MEMORANDUM RE:

Office File:

The following is the most recent place of residence, employment, employment address, organizational position, or description of automobile of subject as contained in the files of this office.

Residence:

Employment:

Address:

FD-398

Key Facility Data (if applicable)

Geographical Reference Number _____ Responsible Agency _____

Description of Automobile:

It is requested the place of employment, address of employment, residence address, organizational position of subject or description of automobile be verified and the proper notation made below. It should also be determined if the subject still meets the criteria for investigation as set forth in Section 23E of the Manual of Instructions regarding Bombing Suspects.

Date:

Verified by SA:

An LHM should be submitted to Bureau & interested agencies Yes No

File Reviewed _____

Subject does does not meet above criteria

(For office use only)

Status _____

Date _____

Approved _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/23/00 BY SPANUM/MLC
MOR-16

UNITED STATES GOVERNMENT

Memorandum

TO :

FROM :

SUBJECT:

DATE:

Re: **EXTREMIST OR SECURITY INFORMANT PROGRESS/JUSTIFICATION LETTER**

I. (a) I recommend that authority be granted to continue captioned informant for a period of _____ months effective _____ and that he continue to be paid under the authority of the Special Agent in Charge, UACB.

(b) I recommend that authority be granted to pay captioned informant an amount up to \$ _____ per month week for services rendered on a c.o.d. basis, and up to \$ _____ per month week for expenses actually incurred for a period of _____ months weeks effective _____.
(If increase, furnish full justification under "Miscellaneous.")

II. Membership:

Amount paid for services and expenses:

FD-401

Number of activities and persons on whom coverage is provided:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2000 BY SP2 RUM/inf
MOR-16

Number of statements (written and oral) submitted: _____

Considered stable and reliable Yes No (Explain in "Miscellaneous.")

Indoctrinated against disclosure Yes

Percentage of information verified _____

All necessary action taken on information furnished Yes No (Explain in "Miscellaneous.")

Advised payments for services are to be considered as income for tax purposes Yes

Summary of information furnished: *(If more space needed, add addendum.)*

Miscellaneous: *(Furnish steps being taken to advance informant, and any other pertinent information which should be brought to Bureau's attention.)*

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM : SAC,

NOTE: Items 1 through 8 list total numbers; items 9 through 11 list dollar value; furnish details FD-405b

SUBJECT: STATUS REPORT
EXTREMIST INFORMANTS
EXTREMIST GROUPS (WHITE-BLACK-INDIAN)
EXTREMIST MATTERS

Re: _____

1. Informants
 - a. Listed at beginning of month
 - b. Added
 - c. Deleted
 - d. Listed at end of month

2. Potential Informants
 - a. Listed at beginning of month
 - b. Added
 - c. Deleted
 - d. Listed at end of month

3. Number of Agents assigned exclusively to the development of extremist informants

All extremist informants	Confidential Sources		
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FD-405

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2000 BY SP2 RUM/lmg
MDR-12

STATISTICAL ACCOMPLISHMENTS

4. Subjects Arrested, FBI Cases _____
5. Bureau Fugitives (included in Item 5) _____
6. Subjects Located, FBI Cases (not included in Items 5 or 6) _____
7. Subjects Arrested, other Federal Agencies _____
8. Subjects Arrested, State and Local _____
9. Merchandise Recovered, FBI Cases _____
10. Merchandise Recovered, State and Local _____
11. Merchandise Recovered, other Federal Agencies _____

Furnish complete listing quarterly - by the 10th of January, April, July, October; remaining months furnish only pertinent changes.

Name, location and number members of black, white, & Indian extremist groups including identities of local chapters & extremist groups on college campuses.	Identities of informants providing coverage who are members of organization. Do not list non-member informants. If no member informant, attach addendum and explain why you do not have member informants. Indicate specific action being taken to develop member informants and date such coverage is anticipated for each group.	Identities of individuals or groups who have participated in or are active in planning acts of extremist violence.	Identities of informants and sources providing coverage of the individual or groups in preceding column. If no member informant, attach addendum and explain why you do not have member informants. Indicate specific action being taken to develop member informants and date such coverage is anticipated for each group.	Identify geographical areas where there is a potential for violence & estimate the population in each area.	Furnish the number of informants and sources furnishing coverage of each area.
		<p style="font-size: 2em; font-weight: bold;">FD 405a</p>			

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/23/2000 BY SP8/vm/lmf

mDR-16

7

EXTREMIST INFORMANT ACCOMPLISHMENTS

(Summarize Informant Accomplishments for Previous Month re Extremist Intelligence Information. Specifically identify those major accomplishments attributable to Confidential Sources.)

FD-405b

DETAILS FOR STATISTICAL ACCOMPLISHMENTS LISTED ON FD-405

(Include (1) Corresponding Item # from FD-405; (2) Identity of Case; (3) Field or Bufile #; (4) Type of Accomplishment.)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/04/2000 BY SP8AM/lmf
MDR-16

AUTHORITY TO RELEASE INFORMATION

TO WHOM IT MAY CONCERN:

I hereby authorize any Special Agent or other authorized representative of the Federal Bureau of Investigation bearing this release, or copy thereof, within one year of its date, to obtain any information in your files pertaining to my educational records including, but not limited to, academic, achievement, attendance, athletic, personal history, and disciplinary records; medical records; and credit records. I hereby direct you to release such information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for the official use of the Federal Bureau of Investigation. Consent is granted for the FBI to furnish such information, as is described above, to third parties in the course of fulfilling its official responsibilities. I hereby release you, as the custodian of such records, and any school, college, university, or other educational institution, hospital, or other repository of medical records, credit bureau or consumer reporting agency, including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any question as to the validity of this release, you may contact me as indicated below.

Full Name: _____
(Signature)

Full Name: _____
(Type or Print Name)

Parent or Guardian: _____
(If required)

Date: _____

Current Address: _____

Telephone Number: _____

FD-406

Witness: _____
(Special Agent)
Federal Bureau of Investigation

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP2AVM/lm/
MDR.16

(Copies to Offices Checked)

To: Director, Att.: _____
 SAC,

- Albany
- Albuquerque
- Alexandria
- Anchorage
- Atlanta
- Baltimore
- Birmingham
- Boston
- Buffalo
- Butte
- Charlotte
- Chicago
- Cincinnati
- Cleveland
- Columbia
- Dallas
- Denver
- Detroit
- El Paso
- Honolulu

- Houston
- Indianapolis
- Jackson
- Jacksonville
- Kansas City
- Knoxville
- Las Vegas
- Little Rock
- Los Angeles
- Louisville
- Memphis
- Miami
- Milwaukee
- Minneapolis
- Mobile
- Newark
- New Haven
- New Orleans
- New York City
- Norfolk

- Oklahoma City
- Omaha
- Philadelphia
- Phoenix
- Pittsburgh
- Portland
- Richmond
- Sacramento
- St. Louis
- Salt Lake City
- San Antonio
- San Diego
- San Francisco
- San Juan
- Savannah
- Seattle
- Springfield
- Tampa
- Washington Field

Date _____

RE:

REMARKS:

FD-417

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 16/03/2000 BY SP2 BUN/lm (mbr. 16)

SAC _____

FILE #:

OFFICE _____

Extremist Photograph Album

Arab Photograph Album

1. Name _____

2. Aliases _____

3. Date and Place of Birth _____

4. Citizenship	6. Race <input type="checkbox"/> black <input type="checkbox"/> white <input type="checkbox"/> oriental <input type="checkbox"/> other: _____	7. Height	8. Weight
5. Sex <input type="checkbox"/> male <input type="checkbox"/> female		9. Hair	10. Eyes

PHOTO

11. Build
 small medium large thin athletic
 obese

12. Characteristics
 glasses dark glasses mustache beard
 Afro clothes Afro hairdo
 bushy short long
 others: _____

13. Scars and marks _____

14. Tattoos _____

15. Marital status
 single married separated divorced

16. Education (check highest)
 elementary junior high school high school
 college other: _____

FD-432

17. Military
 Army Navy Marine Corps Coast Guard

Date taken _____

18. Residence _____

21. Relatives (list name and city)

Father _____

Mother _____

Spouse _____

Others _____

19. Occupation _____

20. Employer _____

22. Identifying Numbers

FBI No. _____ Military No. _____ Social Security No. _____ Alien Registration No. _____

Passport No. _____ issued _____ Others _____ (date)

23. Known to carry weapons
 No Yes Type _____

25. Fingerprint Classification _____

24. Previous Felony Conviction
 No Yes Offense _____

26. Extremist Activities Arab Activities
Affiliated with _____; Official Position _____;

if none, succinct characterization _____ (use other side if necessary)

Office of Origin	File No.	ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/03/2006 BY SP2AM/UNA	File No.	Date prepared
------------------	----------	---	----------	---------------

MDR-16

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI (157-23582)

DATE:

FROM : SAC,

SUBJECT: EXTREMIST PHOTOGRAPH ALBUM (EPA) ARAB TERRORIST PHOTOGRAPH ALBUM (APA)
EXTREMIST MATTERS INTERNAL SECURITY - MIDDLE EAST

Check applicable statement:

- Enclosed for Bureau are _____ copies and for each Field Division, one copy of FD-432, regarding _____ for inclusion in Extremist Photograph Album Arab Photograph Album.
- Enclosed for Bureau are _____ copies and for each Field Division, one copy of amended biographical sketch of _____ who is currently in the EPA APA.
- Enclosed for Bureau are _____ copies and for each Field Division, one copy of new photograph of _____ who is currently in the EPA APA.
- Bureau authority has been granted to delete _____ from the EPA APA. Remove FD-432 from EPA APA and destroy.

FD 432a

- 1 - Bureau (Enc.)
- 1 - All Offices (Enc.)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/10/80 BY SP2 RUM/lmf
MOR-16

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM :

SUBJECT: SECURITY INFORMANTS AND ASSETS

Note: Submit quarterly, in each instance to reach the Bureau by the 15th day of submitting month without fail.
(January, April, July, October)

1. Security Informants and Assets

	PSI	SI	IA	OA
(a) Total number at beginning of quarter	_____	_____	_____	_____
(b) Total number added during quarter (symbol number of each below)	_____	_____	_____	_____
(c) Total number deleted during quarter (symbol number of each below)	_____	_____	_____	_____
(d) Total number at end of quarter	_____	_____	_____	_____

FD-439

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 RUM/lmf
MAR-16

2 - Bureau

UNITED STATES GOVERNMENT

Memorandum

SECRET

TO : SAC (105-) (P)

DATE:

FROM :

SUBJECT:

IS -
IS - CHINA, CUBA
(OO:

(SOBIR)

FD-449

On _____, Clerk,

INS, _____, advised that _____,

ARN A _____, entered the United States on _____,

at _____, and was destined for

(City and/or Name and Address of Sponsors)

The INS file further reflected the following:

Date and Place of Birth: _____

Occupation: _____

Education or Professional Training: _____

Residence (current): _____

Residence (prior to entry): _____

Date last left communist country: _____

A new 105- case should be opened on this memo for a complete review of subject's INS file to determine if further inquiry should be conducted re subject.

Indices of this office reflect the following re subject and sponsors:

CLASSIFIED BY SP2 A/m/jmt
DECLASSIFY ON: 25X 1
MAR-16

SECRET

UNITED STATES GOVERNMENT

Memorandum

COMPUTERIZED TELEPHONE NUMBER FILE (CTNF) - ENTRY AND SEARCH REQUEST

TO : Director, FBI
Att.: Data Processing Section

DATE:

FROM : SAC,

SUBJECT:

FD 450

1. Subject's Name _____

Field Office _____ Field File # _____

Action: Add to file Area Code _____ Telephone # _____
 Modify Record (Indicate modifications under "Remarks" below; always list current CTNF telephone number.)
 Delete from file Area Code _____ Telephone # _____

Telephone Subscriber's: _____ Telephone Located at: (If different from subscriber)

Name _____

Address _____

2. Process in CTNF:

- Telephone data enclosed, or sent under separate cover
- a. Telephone Data Analysis - billing statements phone toll tickets other (specify) _____
- Telephone data for period (including month and year) _____
- Billing number(s) including area code, city and state _____
- b. Telephone Number Check (If just one or more phone numbers to be searched against CTNF, insure area code and and/or city and state included.)

Remarks:

**ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 BSM/lm/c
m DE-16**

Enclosure

FOR FBI HEADQUARTERS' USE ONLY

RETURN TO SAC, _____ Date _____

- HIT LIST - Attached Forwarded under separate cover _____ Hits
- "TO AND BILLING NUMBER" LISTINGS - Attached Forwarded under separate cover
- TELEPHONE NUMBERS MARKED BY "*" ON BILLING STATEMENT not processed because
 ILLEGIBLE INSUFFICIENT DATA
- ACTION TAKEN - Add Delete Record modified Telephone data analysis
- BILLING NUMBER - Included Not included in CTNF

Enclosure

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM : SAC,

NOTE: Items 1 through 9 list total numbers; items 10 through 12 list dollar value; furnish details FD-451a. INCLUDE ALL SECURITY INFORMANTS, ASSETS AND SOURCES. DO NOT INCLUDE BLACK EXTREMIST OR WHITE HATE INFORMANTS OR SOURCES.

SUBJECT: STATUS REPORT (MONTHLY)
SECURITY INFORMANTS, ASSETS AND SOURCES

FD-451

Re: _____

	Security Informants	Potential Security Informants	Confidential Sources	Panel Sources	Operational Assets	Informative Assets
1. Informants (Approved)						
a. Listed at beginning of month						
b. Added						
c. Deleted						
d. Listed at end of month						
2. Informants (Under Development)						
a. Listed at beginning of month						
b. Added						
c. Deleted						
d. Listed at end of month						

3. Number of Agents assigned exclusively to the development of security informants, assets, confidential sources and panel sources

4. Total amount of money paid to security informants, assets, confidential sources and panel sources for information concerning subversive organizations and individuals under SAC authority.

Services

Expenses

Total

STATISTICAL ACCOMPLISHMENTS

- 5. Subjects Arrested, FBI Cases _____
- 6. Bureau Fugitives (included in Item 5) _____
- 7. Subjects Located, FBI Cases (not included in Item 5 or 6) _____
- 8. Subjects Arrested, other Federal Agencies _____
- 9. Subjects Arrested, State and Local _____
- 10. Merchandise Recovered, FBI Cases _____
- 11. Merchandise Recovered, State and Local _____
- 12. Merchandise Recovered, other Federal Agencies _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP2 RUM/lm/
m DR-16

A.

SECURITY INFORMANT AND ASSET ACCOMPLISHMENTS

(Summarize Significant Informant Accomplishments for Previous Month.)
(Do not Include any Information that would Divulge the Identity of any Informant or Asset.)

FD-451a

B.

DETAILS FOR STATISTICAL ACCOMPLISHMENTS LISTED ON FD-451

(Include (1) Corresponding Item # from FD-451; (2) Identity of Case; (3) Field or Bufile #; (4) Type of Accomplishment.)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2001 BY SP2 RUM/UMF
MDR-16

Furnish complete listing quarterly - by the 10th of January, April, July, October; remaining months furnish only pertinent changes.

A. Name, location and number of subversive groups including identities of groups on college campuses, exclusive of those in black extremist, white hate, or espionage matters.	B. Symbol numbers of member informants or assets providing coverage who are members of organizations. Do not list non-member informants. If no member informant, attach addendum and explain why you do not have member informants. Indicate specific action being taken to develop member informants and date such coverage is anticipated for each group.	C. Identities of individuals or groups who have participated in or are active in planning subversive acts of violence, exclusive of those in black extremist, white hate or espionage matters.	D. Symbol numbers of informants, assets and sources providing coverage of individuals or groups shown in Column C. If no member informant, attach addendum and explain why you do not have member informants. Indicate specific action being taken to develop member informants and date such coverage is anticipated for each group.
	<p style="text-align: center; font-size: 2em; font-family: cursive;">FD-451b</p> <p style="text-align: center;">ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/03/2000 BY SP8/um/llr moe-16</p>		

UNITED STATES GOVERNMENT

Memorandum

TO :

DATE:

FROM :

SUBJECT:

Name of Employee

REQUEST FOR ADVANCE OF FUNDS

The following information, along with the completed Standard Form 1038, is submitted to request advance of funds for

Mileage Per Diem Temporary Quarters

relative to official transfer from _____ to _____.

1. Rand McNally mileage between transfer points is _____.
2. Names and ages of dependents who will accompany employee are:

FD-460

CHECK and COMPLETE Item 3 or Item 4, as appropriate.

3. (a) Employee and family will depart WDC Old Duty Station
on _____ (date) via POA.

(b) Employee and family will require _____ days per diem. The maximum amount to be advanced is based upon one day for each 300 miles or ¼ day for each 75 miles or fraction thereof for the Rand McNally mileage between transfer points.

4. (a) Employee will depart WDC on _____ (date) via POA Common Carrier
to pick up family at residence in _____.
Employee and family will travel to new duty station via POA.

(b) Advance mileage and per diem are allowed for miles actually traveled by POA; employee is entitled to allowance for _____ miles; family is entitled to allowance for _____ miles.

(c) Based upon the 300 miles-a-day rule, allowed days _____ for employee _____ for family

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP8 NMM/jmk
MOR-16

5. Employee and family will occupy temporary quarters for _____ days.

FIELD OFFICE _____ DATE _____

FM RADIO INSTALLATION DATA

STATION

ASSOCIATED EQUIPMENT

Location Name _____ Call Sign _____

Mfg. _____

Transmits to _____

Combination Model _____ Combination Serial # _____

Receives from _____

Transmitter Model _____ Receiver Model _____

Use Base _____ ECC Repeater _____ R400/R167 Repeater _____
R400/T167 Repeater _____ Other _____

Transmitter Power Out _____

Frequencies T _____ R _____

Transmission Line Type _____ Length _____

Duplexer Mfg. _____ Model _____

Lat. & Long. _____ N _____ W

Control Landline #s _____
Moore Model # _____
Squelch keyed _____

REQUIRED ANTENNA DATA

(T) Yagi _____ Omni _____ Ground elevation above sea level _____

Distance from Field Office _____ AIR MILES
or _____ road miles

Gain _____ Bearing _____ Antenna Height above Ground _____

Structure _____ (pole, tower, bldg.)

(R) Yagi _____ Omni _____

Gain _____ Bearing _____ Ground Elevation above Sea Level _____

Remarks _____

Antenna Height above Ground _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP2 sum/mc
mDR-16

A SEPARATE FORM SHOULD BE PREPARED FOR EACH UNIT

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM : SAC,

Attn: Procurement and Administrative
Services Section

SUBJECT: CLERICAL IDENTIFICATION CARD

There is enclosed the negative and two prints of _____
_____ with a request that a new **Identification Card** **Credential Card** be
prepared for the above employee. This request is being submitted for the following reason:

- New Employee (EOD: _____)
- Lost Identification Card (See remarks below.)
- Married - Payroll Name _____
- Damaged (See remarks below.)
- Reassignment from _____ to _____
- Return to duty from Military Service
- Other (Example: Not a good likeness.)

Enclosed is signed property receipt for completed **Identification Card**
 Credential Card for the following employee:

Remarks:

FD 464

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2Aim/kmf
MAR-16

(Date)

(Location)

I, _____
(Name)

_____, hereby
(Address)

authorize _____ and

FD-472

_____, Special Agents of the

Federal Bureau of Investigation, United States Department of Justice, to install a

recording device on a telephone located at _____
(Location)

for the purpose of recording any conversation I may have on that telephone with

_____ on or about _____
(Name of Subject(s)) (Date)

I have given this written permission to the above-named Special Agents voluntarily, and without threats or promises of any kind.

(Signature)

Witnesses:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2010 BY SP2 RIM/lmf
mde-16

12

(Date)

(Location)

I, _____,
(Name)

(Address)

hereby authorize _____ and

FD-473

_____, Special Agents of the

Federal Bureau of Investigation, United States Department of Justice, to place a

- Body Recorder
 - Transmitter
- on my person for the purpose of recording any conversations

with _____
(Name of Subject(s))

which I may have on or about _____.
(Date)

I have given this written permission to the above-named Special

Agents voluntarily and without threats or promises of any kind.

(Signature)

Witnesses:

2

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP0 RLM/lmf

MDR-16

LIST OF FILES DESTROYED

Files crossed off on this list have been reviewed and destroyed per MRR-II, Section 3, and SAC Memorandum 52-74 (A) dated 11-5-74. Index cards to be retained 20 years and then destroyed as encountered.

CLASSIFICATION -

File Number	OO	OO File #	Date Destroyed	File Number	OO	OO File #	Date Destroyed
01				51			
02				52			
03				53			
04				54			
05				55			
06				56			
07				57			
08				58			
09				59			
10				60			
11				61			
12				62			
13				63			
14				64			
15				65			
16				66			
17				67			
18				68			
19				69			
20				70			
21				71			
22				72			
23				73			
24				74			
25				75			
26				76			
27				77			
28				78			
29				79			
30				80			
31				81			
32				82			
33				83			
34				84			
35				85			
36				86			
37				87			
38				88			
39				89			
40				90			
41				91			
42				92			
43				93			
44				94			
45				95			
46				96			
47				97			
48				98			
49				99			
50				00			

FD-478

45 ALL INFORMATION CONTAINED
 46 HEREIN IS UNCLASSIFIED
 47 DATE 12-03-2000 BY SPANUM/lmc
 48 MDR-16

FILES AND RECORDS DESTRUCTION ORDER

Date _____

TO: _____

FROM: _____

RE: File No. _____

I have reviewed this file, and under the criteria set forth in Part II, Section 3, of Manual of Rules and Regulations, this file should be:

Destroyed

under the 120-day Rule 1-year Rule 5-year Rule 10-year Rule

Retained

Justification for Retention is as Follows:

FD-479

Case Agent's Initials _____

Supervisor's Initials _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 RUM/hmc
MDR-16

Wanted-Flash-Cancellation Notice
I-12 (Rev. 6-17-74)

Date _____

TO: DIRECTOR, FBI
Washington, D. C. 20537

Attention: Identification Division

Dear Sir:

Instructions on the reverse side of this form have been read. Please place the type of service checked below against the Fingerprint Record of subject named.

Your Case or File Number _____

WANTED FOR _____ Date of Warrant or Escape _____

FLASH:
MANDATORY RELEASE _____ 19__ EXPIRES _____ 19__ ; PAROLE _____ 19__ EXPIRES _____ 19__ ;
PROBATION _____ 19__ EXPIRES _____ 19__ ; SENTENCE EXPIRES _____ 19__ ; SPT EXPIRES _____ 19__ .
WHEN REQUESTING FLASH NOTICE, GIVE FOLLOWING INFORMATION:

Date and Place of Sentence _____ Final Disposition _____

Charge _____

Contributor of Fingerprints _____

CANCEL Because _____

Name _____ Residence _____

Aliases _____ Numbers _____ Occupation _____ Marital Status _____

Arrest _____ Race _____ Sex _____ Height _____ Nationality _____

FBI # _____ Weight _____ Eyes _____ Hair _____ Complexion _____

Military _____ Alien _____ Scars, marks and peculiarities _____

Date of birth _____ Social Security _____

Place of birth _____

RETAIN PERMANENTLY IN
FBI # _____

Fingerprint class _____ PLEASE FURNISH IDENTIFICATION RECORD

Will extradite Will not extradite

Agency and Address of Parties to be notified of apprehension: _____ Name and Address of Contributor _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/23/2000 BY SP5 sum/lmf
MDR-16

See over for Instructions

Request **WANTED** notice when subject's apprehension or location is desired.

Request **FLASH** notice when subject is placed on parole or probation and you desire to be advised if he is arrested while in this status. Fingerprints for offense must be in Identification Division files or FBI number furnished when requesting flash notice.

Request **CANCELLATION** when subject's custody is secured or you no longer desire information concerning him.

The Name, Number, and Agency should be exactly the same as they appear on the Fingerprint card in the files of the FBI. In all instances when the **FBI number is known, it should be indicated.**

In the event a Law Enforcement Agency is not certain there is a previous Fingerprint Record for the subject in the files of the FBI and desires a Wanted Notice posted, the descriptive data indicated on this form should be completed. If a possibly identical record is located by the FBI, it will be furnished in order that the Law Enforcement Agency may determine whether or not this record is identical with the subject wanted. Wanted or Flash Notices are not posted in our files unless positive identifications can be effected. Therefore, if an identification with a particular Fingerprint Record is made by you after receipt of possibly identical information from us, it will be necessary to resubmit this form so that the notice can then be posted in your behalf.

Date

TO:

- Card Index Section - Special Desk
- Fingerprint Correspondence Section - Room 1311
- Recording Section - Special Desk
- Technical Section - Special Desk

PLACE A STOP ON:

- Incoming fingerprint card
- "Recorded" fingerprint card

Name

Contributor

Arrest #

FBI #

Fingerprint classification

Date recorded

Date charged out

Handled

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 RUM/UMF

Requested by MDR-16

Section _____ Room Number _____

1-39



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

In Reply, Please Refer to
File No.

The fingerprints of the person or persons named below
have been forwarded to the officials at the point or points indicated.
A search of their files disclosed the following:

<u>Name</u>	<u>Officials at</u>	<u>No Record</u>	<u>Record Attached</u>
-------------	---------------------	------------------	------------------------

1-40

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP8 Rm/mf
mbr-16

Identification Division
FBI

NAME _____ DATE / /

NO. _____ **STOP** Date of Birth / /

BUR. FUG. _____ **LETTER** _____

PRINT _____ **WIRE** _____

BRING TO ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP000001/mrc
M _____

1-42

FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20537

Date _____

TO:

Enclosed is a copy of one or more
Identification Records, or data without an enclosure,
concerning

1-381

This information is being brought to
your attention for any action you may wish to take.
If it relates to a civilian employee of the Govern-
ment, the Civil Service Commission is being
separately advised.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP 0.000/mmc
MDR-16

Enc.

Identification Division
FBI

3520	New Haven
3530	New Orleans
3540	New York City
3560	Norfolk
3580	Oklahoma City
3600	Omaha
3620	Philadelphia
3630	Phoenix
3650	Pittsburgh
3670	Portland
3680	Quantico Communications
3700	Quantico Training
3710	Richmond
3720	Sacramento
3730	St. Louis
3750	Salt Lake City
3770	San Antonio
3780	San Diego
3790	San Francisco
3800	San Juan
3820	Savannah
3840	Seattle
3860	Springfield
3880	Tampa
3920	Washington Field
	Total Field Office
3960	New Agents' Class
0010	Director's Office
0020	Associate Director's Office
0030	Asst. To The Dir. Off. Admin.
0040	Asst. To The Dir. Off. Invest.
	1 Identification
	2 Training
	3 Administrative
	4 Files and Communications
	5 Domestic Intelligence
	6 General Investigative
	7 Laboratory
	8 Crime Records
	9 Special Investigative
	10 Inspection
	11 Office of Legal Counsel
	12 Computer Systems
	SOG Clerks in Class
	Total SOG
	GRAND TOTAL

Description of Article	Amount	Room No.	Filled By	Delivered By	Received By	Date
<h1>3 339</h1>						
<p>ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/03/2000 BY SP2 Rm/mt MOR-16</p>						

3501

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP0 BVM/ML
mbr-16

Telephonic Request Re Credit or Service Record Inquiry

3-617 (7-21-71)

	Date
Requested By	Phone #
Name of Employee or Former Employee (Include Maiden Name)	Social Security Account No.

Desired Information

1. Verification of Employment 2. Personnel Record Check

Additional Information Including Reason for Inquiry

3-617

Action Taken

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 16/03/2000 BY SP2 RUM/lmr
MDR-16

Employee Who Handled Inquiry



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

Dear

Receipt is acknowledged of your communication of
and your resignation is accepted
effective

Sincerely yours,

Clarence M. Kelley
Clarence M. Kelley
Director

Enclosures ()

3618

9
9
ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/00 BY SP8 Rm/mar
MDR-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

3619

Dear

Receipt is acknowledged of your communication of
and your resignation is accepted
effective

As a result of your failure to fulfill your signed agreement to remain in the service of the Government for a period of one year following the date you reported for duty, you are indebted to the Government for the cost of your transportation from your actual place of residence at the time of your appointment to Washington, D. C. Records indicate a total of _____ has been paid to you in connection with your travel to Washington, D. C. All monies due to you will be applied to liquidate your indebtedness. If monies due you from this Bureau exceed the indebtedness, a check for the remaining balance will be forwarded to you. You will be advised if there is any remaining indebtedness.

Sincerely yours,

Clarence M. Kelley
Clarence M. Kelley
Director

Enclosures ()

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 RUM/lmf
MDR-16

OBTAIN CURRENT: Photo

Weight

Other

VERIFY:

Graduation

Grade Point Average

Class Standing

Naturalization Records

Current Employment

Hospitalization

Selective Service Status

Divorce Record and Interview
Ex-spouse

Other

3-625

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2006 BY SP2 PUM/MLF
MDR-16

4-22

4-22b

ALL IN
HERE
DATE

SEARCH SLIP

Subj: _____

R# _____ Date _____ Searcher
Number _____

Prod: _____

FILE NUMBER

SERIAL

FORMATION CONTAINED
IS UNCLASSIFIED
0/03/2000 BY SP2 RUM/kmf
MOE-1b

4-31

4-31 (Rev. 5-7-62)

STOP

- | | |
|---------------------------------------|------------------------------------|
| <input type="checkbox"/> Let | <input type="checkbox"/> Dir. Mail |
| <input type="checkbox"/> Airtel | <input type="checkbox"/> 0-1 |
| <input type="checkbox"/> Routing Slip | <input type="checkbox"/> Misc. |

Date

To:

Subject:

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Return All | <input type="checkbox"/> Return Yellow |
| <input type="checkbox"/> Call | <input type="checkbox"/> Call When Sent |
| <input type="checkbox"/> Hold | <input type="checkbox"/> Handle Special |
| <input type="checkbox"/> Hold Yellow | <input type="checkbox"/> Call When Recd. |

Remarks:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED

DATE 10/03/2009 BY SP2 RYM/ST

For

mDr-16

Initials

Date of removal	Removed by	<input type="checkbox"/> IS <input type="checkbox"/> OS <input type="checkbox"/> Appl. <input type="checkbox"/> Spec.
Subject		
File and Serial # (or other description)		Dated
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Appointment affidavit <input type="checkbox"/> Fanfold <input type="checkbox"/> Formal application <input type="checkbox"/> Health Benefits Registration form <input type="checkbox"/> Investigative report <input checked="" type="checkbox"/> Medical examination <input type="checkbox"/> Performance rating report </div> <div style="width: 45%;"> <input type="checkbox"/> Permanent Brief <input type="checkbox"/> Photograph <input type="checkbox"/> Veterans Preference & Social Security Statement <input type="checkbox"/> Waiver of Life Insurance Coverage <input type="checkbox"/> Miscellaneous _____ _____ _____ </div> </div> <div style="text-align: center; font-size: 2em; font-weight: bold; margin: 10px 0;">4-50</div>		
<input type="checkbox"/> Removed in Personnel Actions Unit to be sent to Photostat Lab (or) <div style="margin-left: 40px;">Mr. _____</div> <input type="checkbox"/> Removed for Mrs. _____ <div style="margin-left: 40px;">Miss _____</div> <div style="margin-left: 40px;">Room # _____</div>		
<p>This form is to be removed from file by an employee of Personnel Records upon the return of the item.</p>		

No.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 PUM/lmf
MOR-16

4-56

1983

41031

☆ U. S. GOVERNMENT PRINTING OFFICE: 1969-335-437

STOP

4-56

DATE:

TIME:

FILE NO: _____ INITIALS:

SUBJECT: _____

Stop for Mr. _____ Rm. # _____ Ext. _____

Remarks _____

~~ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED~~

Renewed: DATE 6/3/2000 BY SP2 RUM/hmf

MOR-16

4-91

4-91 (5-19-55)

Abstract Request

Mail Request

Changed to

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SPAN/ML/MLF
MOR-16

Re:

Consolidation Unit,

Date of Mail _____

Has been removed and placed in the Special File Room of Records Section.

4-312

See File 66-2554-7530 for authority.

Subject JUNE MAIL

Removed By _____

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED File Number _____

DATE 10/03/00 BY SP8 em/inf

MDR-16

Permanent Serial Charge Out

4-508

Individual Record - Expedite Processing
4-508 (Rev. 6-24-64)

Date _____

Abstracts Typed

Recording Unit Mail Typed

Abstracts Filed

Mail Removed from E.P.

S.G.E. Forms

Pickups

Room Numbers

Guard Duty

Number	Hrs.	Min.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Employee _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 Rm/haf
mjr-16

UNITED STATES GOVERNMENT

Memorandum

TO :

DATE:

FROM :

SUBJECT:

The above captioned file is presently maintained in the Special File Room of the Records Section, Files and Communications Division. You are requested to have the substantive supervisor, responsible for this matter, review the file to determine if it is necessary to continue to maintain the file in the Special File Room, or whether it may be returned to the regular file sequence. The appropriate notation should be made on this memorandum which should be returned to the Filing Unit, Room 5847. This memorandum will be filed in the case file to record the action taken in connection with this review.

4-650

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/23/2000 BY SP2 RUM/MLC
MDR-16

Expedite Processing Removal Record

4-651 (12-4-61)

Date Received	Time Received
Removed For	
Room Number	Extension

From	Date of Mail
------	--------------

Address

4-651

Subject

Type of Expedite Processing

O. S. (Outside Source)

SAC, Office _____

Removed By	Time Removed
------------	--------------

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/03/2000 BY SP2 RUM/lmf
MDR-16

Subject _____

This serial, the original memorandum from the FBI to the Attorney General dated _____, which was returned to the Bureau signed by the Attorney General authorizing FBI to conduct electronic surveillance, has been permanently removed for retention in the National Security Electronic Surveillance File per memorandum T. J. Smith to Mr. E. S. Miller dated 7-13-73. See 62-115687-1 for details and where maintained.

4-674

Removed By _____ Date _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/10/2000 BY SP8 EJM/lmf
MOE-16

Complete File and Serial Number _____

TO: _____ DATE: _____

FROM: Routing Unit, Room 4336 JEH-FBI BLDG.

RE: "EXPEDITE PROCESSING" TICKLER

Attached is a copy of an abstract to a piece of mail sent to:

_____ on "EXPEDITE PROCESSING" on _____.

As of _____, this document had not been received back in the Records Section to be removed from "EXPEDITE PROCESSING" and placed on record. PLEASE STATE BELOW WHETHER YOU HAVE THIS DOCUMENT, OR ASSIST RECORDS SECTION IN LOCATING THIS MAIL BY INDICATING YOUR DISPOSITION OF SAME. If this document is in your possession, please promptly return it to Routing Unit, Room 4336 JEH-FBI BLDG., for processing, or return this note with reason for continued retention indicated hereon. Your cooperation in this matter will be appreciated and it will materially assist the Records Section in operating a sound records system for the benefit of all concerned.

4-677

CONTAINED
10/22/8006
SP2.EM/mt
MDR-11

Date:

To: SAC, _____ (# _____)

From: Director, FBI (#100-415762)
Attention: Section IS-3
Intelligence Division

Subject: PUBLICATIONS HANDLED BY
SECTION IS-3

Publication _____

- Advise Bureau re status of subscription/publication.
- Not necessary to forward issues listed below:
- Forward following issues by routing slip:

5-1

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/21/00 BY SP5 BJA/lmc
MAR-16

(Place your reply on this form and return to the Bureau. Note on the top serial in the case file the receipt and acknowledgment of this communication.)

Section	Name					Date
	Active			Inactive		
	Number Items	Oldest Date	Estimated Hours to Complete	Number Items	Oldest Date	Estimated Hours to Complete
Outside Communications						
Held Communications						
FBIHQ Memoranda						
FBI Investigative Reports				xxxxxx	xxxxxx	xxxxxx
Publications	xxxxxx	xxxxxx	xxxxxx			
Files				xxxxxx	xxxxxx	xxxxxx
Total		xxxxxx			xxxxxx	
Projects				xxxxxx	xxxxxx	xxxxxx
Total	Items		Projects	Estimated Hours to Complete		

Instructions: Submit weekly as of close of business each Wednesday. List as delinquent items which have been in Division (a) over 5 workdays, if FBI investigative reports; (b) over 5 workdays if name check requests (form or letter); (c) over 5 workdays if routine communications from outside government agencies requiring analysis and/or action by Bureau but no reply; (d) over 2 workdays if communication from outside individuals or Government agencies requiring a reply; (e) over 3 workdays if any other types of incoming communications; (f) all mail held over 30 days, reason for delinquency and when each will be handled. **Active** items call for the furnishing or requesting of information, advice or instructions. Always report FBI investigative reports, files and projects as **Active**. Report publications, newspaper clippings and other such items as **Inactive**. If there is doubt, the item should be reported as **Active**. **Estimated hours to complete** should be the Supervisor's best estimate in hours of time necessary for him to handle. Number of files held over 5 workdays must be shown weekly. On the second Wednesday of each month submit to the Section Chief 3 copies of Form 0-32 attached to this delinquency report individually listing all delinquent files. If there are no delinquent files, do not submit Form 0-32, but place zero opposite "Files" above. On a weekly basis, if any delinquency other than files is reported submit Form 0-31 in triplicate, attached to this delinquency report. (0-31 not required if no delinquent items.) **Projects** must be enumerated on the back of this delinquency report, together with a description thereof, date of receipt, estimated hours to complete, and target date for completion; if any change in target date, justification therefor must be set forth. This delinquency report must be submitted to Section Chief even though there are no delinquent items.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/00 BY SP2 RUM/lmc

Identity of Clerk: _____, Clerical Work on Hand MOR-16 hours.

INTELLIGENCE DIVISION - FBI
CI-1 SECTION

_____, 1975

___ Mr. Wannall	___ Rm. 4220 JEH
___ Mr. Leavitt	___ Open--Close
___ Mr. Helgeson	___ Miss Metts, 4647 JEH
___ Mr. Kolombatovic	___ Steno Pool
___ Mr. Branigan	___ Correct
___ Mr. Cregar	___ Please Call Me
___ Mr. Fulton	___ Please See Me
___ Mr. Deegan	
___ Mr. Putman	___ Mail Room, 5531 JB
___ Mr. Shackelford	___ Foreign Liaison Unit
___ Mr. Redfield	

___ Miss Ewing	___ RECORDS SECTION
___ Miss McFarland	___ Consolidation Unit, 4905 JEH
___ Mrs. Kunowsky	___ Place on Record & Return
___ Mrs. Liskey	___ Note File # and Return
___ Miss Tweedon	___ R/S to Rm. _____
	___ Service Unit, 4655 JEH
	___ Teletype, 6247 JEH

Room _____

SUPERVISORS

___ Mr. Andrews	___ Mr. Lee
___ Mr. Brooks	___ Mr. Nolan
___ Mr. Crowley	___ Mr. O'Keefe
___ Mr. Feuer	___ Mr. Peterson
___ Mr. Higgins	___ Mr. Schlarman
___ Mr. Johnson, J.W.	___ Mr. Smith, A.E.
___ Mr. Kinsey	___ Mr. Steinbeck
___ Mr. Lander	___ Mr. Van Wagenen
	___ Mr. Westberg

___ Mr. Amico	___ Mrs. Reynolds
___ Mrs. Hahn	___ Mrs. Schwab
___ Mrs. Hill	___ Mrs. Smith
___ Mrs. Lensch	___ Mrs. Van Fleet

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
INTERNAL ROUTING/ACTION SLIP

TO	BLDG.	ROOM	NAME/TITLE/ORGANIZATION	TO	BLDG.	ROOM	NAME/TITLE/ORGANIZATION
			DIRECTOR'S OFFICE				SECTION CHIEFS
JEH	7082		Mr. Reed	JEH	4204		Mr. Branigan
JEH	7098		Mr. Coleman	JEH	4063		Mr. Cregar
JEH	7074		Mrs. Metcalf	JEH	4092		Mr. Deegan
JEH	7078		Miss McCord	JEH	4825		Mr. Fulton
JEH	7162		Telephone Room	JEH	4634		Mr. Kolombatovic
			ASSOCIATE DIRECTOR'S OFFICE	JEH	4042		Mr. Putman
JEH	7142		Mr. Callahan	JEH	4123		Mr. Redfield
JEH	7110		Mr. Adams	JEH	4439		Mr. Shackelford
JEH	7110		Mr. Jenkins				FRONT OFFICE
JEH	7110		Mr. Mack	JEH	4011		Mr. Tansey
JEH	7110		Mr. Feeney	JEH	4011		Mr. Morris
JEH	7142		Mr. O'Connell	JEH	4012		Mrs. Liskey
			ASSISTANT DIRECTORS	JEH	4012		Miss Tweedon
JEH	11255D		Mr. Ash	JEH	4026		Miss McFarland
JEH	6212		Mr. Bassett	JEH	4026		Mrs. Cuzzo
JB	1742		Mr. Cleveland	JEH	4026		Mrs. Holmes
JB	7621		Mr. Cochran	JEH	4430		Mr. Muth
JEH	7222		Mr. Decker				* * *
JEH	7125		Mr. Gallagher	JB	7746		Mr. Brownfield
JEH	5012		Mr. Gebhardt	JEH	1B327		Mail Room
JEH	5829		Mr. McDermott	JB	B-110		Mechanical Section
JB	5640		Mr. Mintz	JEH	6052		Personnel Section
Quantico			Mr. Mooney	JEH	6132		Procurement & Admin. Services
JEH	7159		Mr. Moore	JEH	6658		Correspondence Review Unit
JEH	6012		Mr. Walsh	JEH	5648		Records Section
JEH	4026		Mr. Wannall	JEH	6247		Teletype Unit
			BRANCH CHIEFS	IB	6221		Data Processing Section
JEH	4026		Mr. Leavitt				
JEH	4026		Mr. Helgeson				

5-9

- | | | |
|---|----------------------------------|---|
| <input type="checkbox"/> RECOMMENDATION/COMMENT | <input type="checkbox"/> LOG | <input type="checkbox"/> NECESSARY ACTION |
| <input type="checkbox"/> SEE REMARKS ON REVERSE | <input type="checkbox"/> FILE | <input type="checkbox"/> COORDINATE |
| <input type="checkbox"/> MAKE COPIES (NO.) | <input type="checkbox"/> SEE ME | <input type="checkbox"/> PER INQUIRY |
| <input type="checkbox"/> RETURN (BY) | <input type="checkbox"/> CALL ME | <input type="checkbox"/> INFORMATION |

FROM	INTELLIGENCE DIVISION	BLDG.	J. Edgar Hoover (JEH)	ROOM	4026
	W. ALAN WALKER Assistant Director	PHONE		DATE	

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED
DATE 10/21/2009 BY SP-6/BJL/STC

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
INTERNAL ROUTING/ACTION SLIP

TO	BLDG.	ROOM	NAME/TITLE/ORGANIZATION	TO	BLDG.	ROOM	NAME/TITLE/ORGANIZATION
			DIRECTOR'S OFFICE				SECTION CHIEFS
JEH	7082		Mr. Reed	JEH	4204		Mr. Branigan
JEH	7098		Mr. Coleman	JEH	4063		Mr. Cregar
JEH	7074		Mrs. Metcalf	JEH	4092		Mr. Deegan
JEH	7078		Miss McCord	JEH	4825		Mr. Fulton
JEH	7162		Telephone Room	JEH	4634		Mr. Kolombatovic
			ASSOCIATE DIRECTOR'S OFFICE	JEH	4042		Mr. Putman
JEH	7142		Mr. Callahan	JEH	4123		Mr. Redfield
JEH	7110		Mr. Adams	JEH	4439		Mr. Shackelford
JEH	7110		Mr. Jenkins				FRONT OFFICE
JEH	7110		Mr. Mack	JEH	4011		Mr. Tansey
JEH	7110		Mr. Feeney	JEH	4011		Mr. Morris
JEH	7142		Mr. O'Connell	JEH	4012		Mrs. Liskey
			ASSISTANT DIRECTORS	JEH	4012		Miss Tweedon
JEH	11255D		Mr. Ash	JEH	4026		Miss McFarland
JEH	6212		Mr. Bassett	JEH	4026		Mrs. Cuzzo
JB	1742		Mr. Cleveland	JEH	4026		Mrs. Holmes
JB	7621		Mr. Cochran	JEH	4430		Mr. Muth
JEH	7222		Mr. Decker		**	**	
JEH	7125		Mr. Gallagher	JB	7746		Mr. Brownfield
JEH	5012		Mr. Gebhardt	JEH	1B327		Mail Room
JEH	5829		Mr. McDermott	JB	B-110		Mechanical Section
JB	5640		Mr. Mintz	JEH	6052		Personnel Section
Quantico			Mr. Mooney	JEH	6132		Procurement & Adm. Services
JEH	7159		Mr. Moore	JEH	6658		Correspondence Review Unit
JEH	6012		Mr. Walsh	JEH	5648		Records Section
JEH	4026		Mr. Wannall	JEH	6247		Teletype Unit
			BRANCH CHIEFS	IB	6221		Data Processing Section
JEH	4026		Mr. Leavitt				
JEH	4026		Mr. Helgeson				

5-9a

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| <input type="checkbox"/> RECOMMENDATION/COMMENT | <input type="checkbox"/> LOG | <input type="checkbox"/> NECESSARY ACTION |
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| <input type="checkbox"/> MAKE COPIES (NO.) | <input type="checkbox"/> SEE ME | <input type="checkbox"/> PER INQUIRY |
| <input type="checkbox"/> RETURN (BY) | <input type="checkbox"/> CALL ME | <input type="checkbox"/> INFORMATION |

FROM INTELLIGENCE DIVISION
INFORMATION CONTAINED
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DATE 10/22/2000 BY SP4/MLM/jmt

BLDG. J. Edgar Hoover (JEH)	ROOM 4026
PHONE	DATE

5-10 (Rev. 3-26-75)

SECTION IS-3

Mr. Blake
Mr. Burns
Mr. Deakin
Mr. Finzel

MR. WANNALL
MR. FULTON
Mr. McCaffrey
Mr. Mallet
Mr. Mellitt
Mr. Porter

MR.
MR. CASSIDY
Mr. Ryan
Miss Chamberlain
Miss Murney
Mr.

SECTION IS-1

Mr. Aldhizer
Mr. Egan
Mr. Fallin
Mr. Graham
Mr. Held

MR. DEEGAN
Mr. Klein
Mr. Mosher
Mr. Neumann
Mr. Newman
Mr. Nugent

MR. ATKINSON
Mr. Phillips
Mr. Powell
Mr. G. Ross
Mr. Shea
Mr. Thornton
Mr. Tunstall
Mr.
Mr.

SECTION IS-2

Mr. Brune
Mr. Brunnick
Mr. Dorsh
Mr. DuHadway
Mr. Felix

MR. SHACKELFORD
Mr. Gerblich
Mr. Lattin
Mr. Lex
Mr. Lunsford
Mr. McMahon

MR. THOMPSON
Mr. McNiff
Mr. Mendenhall
Mr. Preusse
Mr. Schroeder
Mr. Smith
Mr. Williams
Miss Muir
Mr.
Mr.
Mr.

SECTION CI-1

Mr. Andrews
Mr. Brooks
Mr. Crowley
Mr.

MR. BRANIGAN
Mr. Higgins
Mr. Landers
Mr.
Mr.

MR. PETERSON
Mr. A. E. Smith
Mr. Weimar
Mr.
Mr.

SECTION CI-2

Mr. Anderson
Mr. Dare
Mr. Ennulat
Mr. Katz

MR. CREGAR
Mr. McGuire
Mr. Morgan
Mr. Morris
Mr. Nicholas

MR. REDFIELD
Mr. Palmer
Mr. Potocki
Mr. Regan
Mr. Thomas
Mr. Wallace

SECTION CI-3

Mr. Dickson
Mr. Duffin
Mr. Freeman
Mr. Fox

MR. PUTMAN
Mr. Grant
Mr. Hamilton
Mr. Hampton
Mr. Ives

MR. MIGNOSA
Mr. McCarthy
Mr. McGorty
Mr. Nasca
Mr. Oglesby
Mr. Walton
Mr.
Mr.

Mr. Berley
Mr. Cadigan
Mr. McGowan

Mr. Heim
Mr.
Mr.

Mr. Alu, 407C, OPO, WFO
Mr. R.C. Carter, 525, OPO
WFO

BUREAU LIBRARY, QUANTICO

PUBLICATIONS, 1B-869 JEH

Indicate if summary(s) or full translation (f) is desired by placing symbol and your initials next to article in Table of Contents. Publication File material may be marked for very limited indexing only.

DO NOT CLIP PUBLICATION

NOTE & RETURN TO MISS BOROWICK, ROOM 4840 JEH BLDG

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED

DATE 10/20/00 BY SP2 ALM/lmf
MDR-16

FOREIGN LIAISON

Date _____

Mail Room, Room 5531

Please forward the attached to:

- Legal Attache:
- Beirut
 - Bern
 - Bonn
 - Brasilia
 - Buenos Aires
 - Caracas
 - Copenhagen
 - Hong Kong
 - La Paz
 - London
 - Madrid
 - Managua
 - Manila
 - Mexico City
 - Ottawa
 - Paris
 - Rome
 - Singapore
 - Tel Aviv
 - Tokyo

5-15

Remarks: _____

ALL INFORMATION CONTAINED
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 DATE 10/02/2000 BY SP0 RUM/umf
 MDR-16

Foreign Liaison Desk
 Room 914 9th & D, Ext. 2586

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
INTERNAL ROUTING/ACTION SLIP

TO	BLDG.	ROOM	NAME/TITLE/ORGANIZATION	TO	BLDG.	ROOM	NAME/TITLE/ORGANIZATION
			DIVISION FRONT OFFICE				SUPERVISORS
	JEH	4026	Mr. Wannall		JEH	4155	Mr. Anderson
	JEH	4026	Mr. Leavitt		JEH	4147	Mr. Dare
	JEH	4026	Mr. Helgeson		JEH	4133	Mr. Ennulat
	JEH	4026	Mrs. Cuzzo		JEH	4155	Mr. Katz
	JEH	4012	Mrs. Liskey		JEH	4147	Mr. McGuire
	JEH	4026	Miss McFarland		JEH	4155	Mr. Morgan
	JEH	4012	Miss Tweedon		JEH	4155	Mr. Morris
					JEH	4147	Mr. Nicholas
			SECTION CHIEFS		JEH	4165	Mr. Palmer
	JEH	4204	Mr. Branigan		JEH	4165	Mr. Potocki
	JEH	4063	Mr. Cregar		JEH	4133	Mr. Regan
	JEH	4092	Mr. Deegan		JEH	4133	Mr. Thomas
	JEH	4825	Mr. Fulton				
	JEH	4634	Mr. Kolombatovic		JEH	1B327	Mail Room
	JEH	4042	Mr. Putman		JEH	5425	Name Check Section
	JEH	4123	Mr. Redfield		JEH	4027	Steno Pool
	JEH	4439	Mr. Shackelford				
							RECORDS SECTION
	JEH	4123	Mrs. Chadkewicz		JEH	4905	Consolidation Unit
	JEH	4147	Miss Cronauer		JEH	4543A	Name Searching
	JEH	4155	Mrs. Hemmingway		JEH	5847	Special File Room
	JEH	4133	Mrs. Moody		JEH	5648	Filing Unit
	JEH	4123	Miss Walton		JEH	4336	Mail Processing Unit
	JEH	4165	Miss White				
	JEH	4147	Miss Whitson				
	JEH	4155	Mr. Williams				
5-18							

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| <input type="checkbox"/> RECOMMENDATION/COMMENT | <input type="checkbox"/> LOG | <input type="checkbox"/> NECESSARY ACTION |
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FROM INTELLIGENCE DIVISION CI-2 SECTION

INFORMATION CONTAINED

IS UNCLASSIFIED

bpa/2000 BY SP/sum/kmf

BLDG. JEH	ROOM
PHONE	DATE



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

In Reply, Please Refer to
File No. _____

Date:

To: The Commissioner
Royal Canadian Mounted Police
Ottawa, Ontario, Canada

From: Director, Federal Bureau of Investigation

Subject:

Transmitted herewith are copies of self-explanatory communications concerning the above-captioned individual which have been forwarded to this Bureau by the Department of the

It would be appreciated if you would arrange to have the appropriate investigation conducted in Canada and furnish the results thereof to this Bureau for referral to the above-mentioned Department.

Enc.

5-31

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2 RLM/inf
mor-16

Publications Subscriptions Record
5-32 (Rev. 2-23-67)

Title _____ Main File _____
Publ'r & Addr. _____ Price _____
Frequency _____ Copies Recd. _____ First Published _____
Initial subscription request _____ Field Office _____
Expiration date _____
Language _____ Where Filed _____
Previous title _____

Editor _____ Type of Publication _____

Line followed _____

Date renewal authorized

5-32

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/00 BY SP6 RNM/lmf

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UNITED STATES GOVERNMENT

Memorandum

TO : SAC,

FROM : Director, FBI

SUBJECT: FOREIGN POLICE COOPERATION
BUDED
OO: BUREAU

DATE:

The enclosed request for assistance from a foreign agency must be complied with promptly, and the Bureau advised of all action taken.

Instructions for handling this inquiry are found in Section 103 of the Manual of Instructions. Refer to and follow them carefully.

Submit the results of your inquiry in a letterhead memorandum, observing the following points in its preparation:

1. Sources and techniques must be fully protected.
2. The names of Special Agents are to be omitted. They must be deleted also from any signed statements submitted.
3. Provide a security classification, if warranted, but omit declassification markings.
4. Omit the property statement, unless special reasons exist for its inclusion. Explain any such reasons in the cover communication.
5. Secure authority to disseminate to the interested foreign government any information which was obtained from other agencies. Your cover communication must state this was done.

The established reputation of the Bureau within foreign agencies is a valuable asset. The manner in which this type of case is handled will largely determine the cooperation which we receive in turn from them. It is imperative, therefore, that these investigations and the reporting thereof meet the highest standards of the Bureau.

Enc.

5-34

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/2003 BY SP2 sum/hmf
MDR-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D.C. 20535

Date:

To: The Commissioner
Royal Canadian Mounted Police
Ottawa, Ontario, Canada

Attention:

From: Director, Federal Bureau of Investigation

Subject:

Reference is made to your letter dated
your file number
wherein you requested that investigation be conducted concerning the above-
captioned individual.

Transmitted herewith are copies of the following reports which set
forth the results of the investigation conducted in accordance with your request.

5-38

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/00 BY SP8 AUM/lmf
moe-16

			File number
Visa requested	Visa issued	Date arrived	Place of arrival
Name of ship		Purpose of trip	
Birth date	Place of birth	Passport - type, number	
Family connections			
Departure date	Place of departure	Name of ship	
5-46 (Rev. 5-7-62)	Remarks	(over)	

5-46

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED
 DATE 10/02/2000 BY SP0000/inf
 MDR-16

WORK STATUS REPORT (CI-2 Section)

Supervisor _____ for Month of _____, 19 _____

Each Supervisor shall complete and submit this report as soon after the first day of each month as figures are available. The information submitted is used in preparation of monthly statistical analysis, budget material, the Annual Report, etc. and must be accurate, complete and concise. It should be clearly printed or typed.

1. Case Statistics:

Pending Cases
BOM

Received

Closed

Pending Cases
EOM

2. Organizations/Establishments:

3. Individuals:

4. Total Pending Assets:

Approved IAs

Approved OAs

Active Double Agents

(Those sources who are currently receiving assignments from and/or passing information to foreign intelligence agencies under Bureau control and direction.)

5. Name Checks:

(List by Agency and Number)

5-59

6. Accomplishments:

(Include information re defections, prosecutions, arrests, recoveries, deportations, registration under FARA, denaturalization, courts-martial, exclusion, denial of access to classified data, persona non grata, expatriation or other administrative action based on FBI information in whole or in part.)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP8 RUM/MLC
INDR-16

WORK STATUS REPORT
(CI-1 Section)

Supervisor _____ for Month of _____, 19__

Each Supervisor shall complete and submit this report as soon after the first day of each month as figures are available. The information submitted is used in preparation of monthly statistical analysis, budget material, the Annual Report, etc. and must be accurate, complete and concise. It should be clearly printed or typed.

1. Case Statistics:

Pending Cases
BOM

Received

Closed

Pending Cases
EOM

2. Organizations/Establishments:

3. Total Pending Asset Cases:

4. Asset Analysis (Pending or Closed)

Informative Assets
(Paid HQ Authority)

Operational Assets
Paid Unpaid

Active Double Agents

(Those sources who are currently receiving assignments from and/or passing information to foreign intelligence agencies under Bureau control and direction.)

5. Name Checks:

(List by Agency and Number)

5-596

6. Accomplishments:

(Include information re defections, prosecutions, arrests, recoveries, deportations, registration under FARA, denaturalization, courts-martial, exclusion, denial of access to classified data, persona non grata, expatriation or other administrative action based on FBI information in whole or in part.)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/2000 BY SP2 RUM/lmf
MAR-16

Case	File Number
------	-------------

Offices	Sub	Date	Ser Sta	Date	Ser Sta	Date	Ser Sta	Date	Ser Sta	Date	Ser Sta	Date	Ser Sta	Date	Ser Sta
Albany															
Albuquerque															
Alexandria															
Anchorage															
Atlanta															
Baltimore															
Birmingham															
Boston															
Buffalo															
Butte															
Charlotte															
Chicago															
Cincinnati															
Cleveland															
Columbia															
Dallas															
Denver															
Detroit															
El Paso															
Honolulu															
Houston															
Indianapolis															
Jackson															
Jacksonville															
Kansas City															
Knoxville															
Las Vegas															
Little Rock															
Los Angeles															
Louisville															
Memphis															
Miami															
Milwaukee															
Minneapolis															
Mobile															
Newark															
New Haven															
New Orleans															
New York															
Norfolk															
Oklahoma City															
Omaha															
Philadelphia															
Phoenix															
Pittsburgh															
Portland															
Richmond															
Sacramento															
St. Louis															
Salt Lake City															
San Antonio															
San Diego															
San Francisco															
San Juan															
Savannah															
Seattle															
Springfield															
Tampa															
Washington															

5-63

INTELLIGENCE DIVISION

_____, 1975

<input type="checkbox"/> Mr. Wannall	<input type="checkbox"/> Mrs. Liskey
<input type="checkbox"/> Mr. Leavitt	<input type="checkbox"/> Miss Tweedon
<input type="checkbox"/> Mr. Helgeson	<input type="checkbox"/> Miss McFarland
	<input type="checkbox"/> Mrs. French
<input type="checkbox"/> Mr. Branigan	<input type="checkbox"/> Mail Room
<input type="checkbox"/> Mr. Cregar	<input type="checkbox"/> Foreign Liaison Unit
<input type="checkbox"/> Mr. Deegan	<input type="checkbox"/> Mrs. Marie Dennis
<input type="checkbox"/> Mr. Fulton	<input type="checkbox"/> Teletype Unit
<input type="checkbox"/> Mr. Kolombatovic	
<input type="checkbox"/> Mr. Putman	
<input type="checkbox"/> Mr. Shackelford	
	Room _____

5-78

<input type="checkbox"/> Mr. Atkinson	<input type="checkbox"/> Miss Kozlosky
	<input type="checkbox"/> Mrs. Meeks
<input type="checkbox"/> Mr. W.D. Neumann	<input type="checkbox"/> Stneo Pool, 4027 JEH
<input type="checkbox"/> Mr. H. A. Newman	
<input type="checkbox"/> Mr. Nugent	<input type="checkbox"/> Please Call Me
<input type="checkbox"/> Mr. Phillips	<input type="checkbox"/> Please See Me
<input type="checkbox"/> Mr. Tunstall	<input type="checkbox"/> For Information
	<input type="checkbox"/> Note and Return
<input type="checkbox"/> Mr. Aldhizer	<input type="checkbox"/> Note and Forward
<input type="checkbox"/> Mr. Egan	<input type="checkbox"/> Per Call
<input type="checkbox"/> Mr. Fallin	<input type="checkbox"/> Correct
<input type="checkbox"/> Mr. Graham	<input type="checkbox"/> Status
<input type="checkbox"/> Mr. Held	<input type="checkbox"/> RECORDS SECTION
<input type="checkbox"/> Mr. Klein	<input type="checkbox"/> Place on Record
<input type="checkbox"/> Mr. Mosher	<input type="checkbox"/> and Return
<input type="checkbox"/> Mr. Powell	<input type="checkbox"/> Consolidation
<input type="checkbox"/> Mr. Ross	<input type="checkbox"/> Post in File and Destroy
<input type="checkbox"/> Mr. Shea	<input type="checkbox"/> 0-1 or FD-205
<input type="checkbox"/> Mr. Thornton	<input type="checkbox"/> Initial for File
	<input type="checkbox"/> Note File # and Return
	<input type="checkbox"/> R/S to Room _____

IS-1 SECTION

BEING REVISED

(SEE 5-6)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2 ALM/lmf
MDR-16

MONTHLY RECAPITULATION

Soviet Yugoslav Satellite Chinese

Personnel Intelligence Activities

Total Foreign Officials Under Surveillance _____

MANPOWER UTILIZED	
Supervisors	
Tesurs/Misurs	
Surveillances	5-81
Case Agents	
Contact Cases	
Other	
Total Personnel Assigned	
Increase or decrease over last month	
<i>(If decrease explain why and steps being taken to replace.)</i>	

I certify surveillances were personally supervised by me; were adequately supervised; were conducted properly and with discretion.

SAC

Date _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/2006 BY SP2 RUM/MLF
MDR-16



CONFIDENTIAL
UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

Date _____

RE: INTERNAL SECURITY -

INTERNAL SECURITY -

_____ DIPLOMATIC COURIERS

The following information concerning the above-captioned diplomatic courier team was obtained from the United States Immigration and Naturalization Service, confidential sources who have furnished reliable information in the past or observations by Special Agents of the Federal Bureau of Investigation:

Name	Date and place of birth	Passport No.	Type of visa
Name	Date and place of birth	Passport No.	Type of visa

ARRIVAL DATA

Arrived	From	Date	Time	Via
---------	------	------	------	-----

Identities of personnel attending arrival	Baggage
5-86	

DEPARTURE DATA

Departure	Destination	Date	Time	Via
-----------	-------------	------	------	-----

Identities of personnel attending departure	Baggage
---	---------

Unusual activity or circumstances (use supplemental page if necessary)

DECLASSIFIED BY SP8 ADM/UMF
ON 10/02/2000
MOR-16

CONFIDENTIAL

CONFIDENTIAL

Date _____

RE:

INTERNAL SECURITY -

INTERNAL SECURITY -

_____ DIPLOMATIC COURIERS

ARRIVAL DATA

Arrived	From	Date	Time	Via
Identities of personnel attending arrival		Baggage		

DEPARTURE DATA

Departure	Destination	Date	Time	Via
Identities of personnel attending departure		Baggage		

5-86a

Unusual activity or circumstances (use supplemental page if necessary)

DECLASSIFIED BY SP8 PAM/lmk
ON 10/02/2000
MDR-16

CONFIDENTIAL

INTELLIGENCE DIVISION
IS-3 SECTION

, 1975

Mr. W. R. Wannall
 Mr. T. W. Leavitt
 Mr. P. L. Mack
 Mr. Boynton
 Mr. Branigan
 Mr. Cregar
 Mr. Deegan
 Mr. Fulton
 Mr. Putman
 Mr. Shackelford

Mrs. Liskey
 Miss Tweedon
 Mrs. Haines
 Mrs. French

Miss McFarland
 Miss O'Neil

Mrs. Clark, 4027 JEH
 Miss Winslow, 4027 JEH

Room

Miss Barnard
 Miss Borowick
 Miss Chamberlain
 Miss Lucey
 Miss Murney

SUPERVISORS

Mr. Cassidy

 Mr. Finzel
 Mr. Horner
 Mr. Larson
 Mr. Ryan, 4426 JEH

Correct
 Please Call Me
 Please See Me

Mr. Blake
 Mr. Burns
 Mr. Dalseg
 Mr. Deakin
 Mr. Lacey
 Mr. Leffler
 Mr. McCaffrey
 Mr. McWilliams
 Mr. Mallet
 Mr. Maurice
 Mr. Mellitt
 Mr. Miller
 Mr. Porter
 Mr. Ross
 Mr. Watters
 Mr. _____

Foreign Liaison Unit
 Records Section
 Place on Record & Return
 Special File Room
 5847 JEH
 Publications Files
 Mail Room, 5531 JB

BEING REVISED

(SEE 5-6)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/09/2000 BY SP2AM/MT
MDR-16

5-88 (2-20-58)

1. Name

(Last)

(First)

(Middle)

2. Address

(Apt. No.)

(No. and Name of Street)

(City)

(State)

(Country)

3. Treatment

Deleted 5-14-75

One-Time Check

Watch List

Duration -----

HUNTER Request No.

5-88

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2008 BY SP8 AUM/CAF
MDR-16

13/08

Mail Count Analysis
5-90 (Rev. 9-21-62)

Supervisor	OUTGOING SIGNATURE MAIL										NONDICTATED DISSEMINATION					
	Memos-SOG		Memos-Letterhead		Teletypes Airtels Cables, etc.		Letters-Field		Letters-Outside		Reports		Memos		Miscellaneous	
	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages
Section																
Unit																
Dates Covered																
From _____ To _____																
TOTAL - OUTGOING																

INSTRUCTIONS	INCOMING MAIL COUNT															
	Memos-SOG		Memos-Letterhead		Teletypes Airtels Cables, etc.		Letters-Field		Letters-Outside		Reports		Forms-Field, Visa, etc.		Miscellaneous Newspapers Publications	
	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages	Items	Pages
<p>Do not count incoming Bureau Bulletins, SAC Letters, etc., and other similar material, volume of which is same on all desks.</p> <p>Count items and not copies. Action mail already handled by another desk but routed to you for information should be counted under "Miscellaneous." If you take action on it, count under appropriate category instead. Count only those pages of a publication which you must review.</p> <p>If you assist or handle work in absence of another Supervisor, count mail according to desk to which it applies since object of count is to determine desk volume.</p> <p>Bureau Source material requiring action should be counted under "Letters-Outside"; otherwise, count as "Miscellaneous."</p>																
<p>ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/2/2000 BY SP0AUN/lmf MAR-16</p>																
TOTAL - INCOMING																

5-90

5-109 (2-17-60)

Title:

Author:

Recommended By:

Sec.:

Div.:

Obtained From:

Date:

Assigned To:

Sec.:

Div.:

Date Assigned:

Date Completed:

Review Reference:

CC File No.:

Location of Book:

CC Book Review To:

Date:

5-109

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/12/2000 BY SP2 KUM/MAF
SU MDR-16

5-113

5-113 (Rev. 3-21-73)

Intelligence Division

INFORMATIVE NOTE

Date _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2/AM/10mf
MOR-16

Intelligence Division

INFORMATIVE NOTE

Date _____

5-113a

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2001 BY SP2RUM/UMF
MDR-16

138

5-118

DELETED 5-14-75

(ALL FORMS DESTROYED)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/02 BY SP2AUM/lmf
MDR-16

SIX MONTHS' EVALUATION OF ACTIVITY

TO: SAC, ()

FROM:

RE:

Residence
Source of verification
Date

Employment and Position
Source of verification
Date

Known or suspected intelligence agent: Yes No Serial _____

File reviewed from serial _____ through serial _____ and all pertinent information furnished to Bureau and all necessary action taken Yes No

Last communication submitted to Bureau with reevaluation. Date _____ Serial _____

MOSNAT and PRODIP cards current including description and current photograph. Yes No

Remarks including brief summary of normal daily routine:

5-122

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 12/19/2000 BY SP2 ALM/UMF
MDR-16

New Items Received During

	Requests Requiring Investigation	Requests Requiring Name Check Only	Totals
Requests From Abroad:			
From RCMP	_____	_____	_____
From Other Foreign Agencies	_____	_____	_____
From Legats	_____	_____	_____
Subtotals	_____	_____	_____
Requests From U. S. A. :			
From Local and State Agencies	_____	_____	_____
From Federal Agencies	_____	_____	_____
Subtotals	_____	_____	_____
Over-all Totals	_____	_____	_____

5-123

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/20/00 BY SP8/sum/lmk
MAR-16

UNITED STATES GOVERNMENT

Memorandum

TO : SAC,

DATE:

FROM : Director, FBI

SUBJECT:

Bureau Informant 200, a most sensitive and reliable source, advised that

_____ of
(individual or organization)

_____ was
(address)

in contact with _____
(individual or organization, address)

_____ during _____
(month, year)

The foregoing and the following INFORMATION OBTAINED FROM BUREAU INFORMANT 200 IS NOT TO BE DISSEMINATED OUTSIDE THE BUREAU AND SHOULD NOT BE SET OUT IN ANY INVESTIGATIVE REPORT. INFORMATION FROM THIS INFORMANT SHOULD BE UTILIZED FOR LEAD PURPOSES ONLY AND ANY STATEMENT CONCERNING THE COVERAGE IN EFFECT IN THIS INSTANCE MUST BE AVOIDED. UNDER NO CIRCUMSTANCES SHOULD THE SUBJECT OR ANY UNAUTHORIZED PERSON BECOME AWARE THAT WE HAVE KNOWLEDGE OF THE ABOVE-MENTIONED CONTACT.

According to the informant,

5-127

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/24/2000 BY SP2 nm/mt
MDR-16

5-128

Xerox Requisition
5-128 (Rev. 7-14-66)

Date _____

- No. of Originals
- Copies of Each Original
- Front and Back
- Expedite
- Block Out _____
- Call Ext. _____ When Ready

Color of Paper: White Yellow Blue Green

Size of Paper: Regular Long

Description or Remarks:

RETURN TO:

Approved By: _____

- Steno Pool
- SA _____
- _____

Supervisor _____

DOJ/ FBI Room _____

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP/ALM/mtf
MDR-16

Federal Bureau of Investigation

5-137

Office of Counterintelligence and Security
Defense Intelligence Agency
The Pentagon
Washington, D. C. 20301

Dear Sir:

- For your information, I am enclosing communications which may be of interest to you.
- No further investigation is contemplated with regard to this matter.
- You will be advised of the pertinent developments in connection with this inquiry.
- Status of case: Completed Incomplete

Very truly yours,

Clarence M. Kelley

Clarence M. Kelley
Director

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2 *dmf*
MDR-16

5-138 (Rev. 7-16-73)

Federal Bureau of Investigation

5-138

Director
EUR/SES - Room 5222
Department of State
Washington, D. C. 20520

Dear Sir:

- For your information, I am enclosing communications which may be of interest to you.
- No further investigation is contemplated with regard to this matter.
- You will be advised of the pertinent developments in connection with this inquiry.
- Status of Case: Completed Incomplete

Very truly yours,

Clarence M. Kelley
Clarence M. Kelley
Director

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2002 BY SP/sum/lmc
MOR-16

5-140

5-140 (Rev. 1-21-74) FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20535

Addressee: _____

LTR* LHM Memo Report dated _____

Caption of Document: _____

Originating Office: _____

Delivered by: _____ Date: _____

Received by: _____

Title: _____

Return this receipt to the Intelligence Division, FBI

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/00 BY SP/asm/jmc
MOR-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

5-141

For your information, I am enclosing a communication which may be of interest to you.

Sincerely yours,

Clarence M. Kelley
Clarence M. Kelley
Director

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/2006 BY SP2 ALM/KAC
mPR-16

INTELLIGENCE DIVISION - FBI
CI-3 SECTION

_____, 1975

___ Mr. W. R. Wannall	___ Name Check Section
___ Mr. T. W. Leavitt	___ Data Processing, 6221 IB
___ Mr. H. E. Helgeson	___ Mail Room
___ Mr. Branigan	___ Translation Section
___ Mr. Cregar	___ Foreign Liaison Unit
___ Mr. J. G. Deegan	___ RECORDS SECTION
___ Mr. A. B. Fulton	___ Consolidation Unit
___ Mr. Kolombatovic	___ Name Searching
___ Mr. F. S. Putman	___ Special Mail Room
___ Mr. Shackelford	___ Place on Record & Return
	___ Routing Unit
___ Mr. Mignosa	___ Note File # and Return
	___ R/S to Room
___ Miss Epps	___ Teletype, 6247 JEH
___ Miss Gregory	
___ Mrs. Magnone	___ Open-Close
___ Mrs. Mitchell	___ Correct
	___ Please Call Me
___ Mrs. Clark	___ Please See Me
___ Mrs. Dennis	
	___ M _____
___ Mrs. Liskey	
___ Miss Tweedon	___ Room _____
___ Miss McFarland	
___ Mr. Burrows	

SUPERVISORS

___ Mr. Deily	___ Mr. Korontjis
___ Mr. Dickson	___ Mr. McCarthy
___ Mr. Duffin	___ Mr. McGorty
___ Mr. Egan	___ Mr. Moran
___ Mr. Fox	___ Mr. Nasca
___ Mr. George	___ Mr. O'Connor
___ Mr. Grant	___ Mr. Oglesby
___ Mr. Hampton	___ Mr. Roberts
___ Mr. Howard	___ Mr. Walton

5-143

CONTAINED

SIFIED

SP2 PUM / LMF

mde-16

BEING REVISED
(SEE 5-6)

DOMESTIC INTELLIGENCE DIVISION SUPPLY REQUISITION

Items	Amount	Forms	Amount
		All 0- Forms	
Abstracts (blue)	_____	_____	_____
Abstracts (yellow)	_____	_____	_____
Blotters (desk)	_____	_____	_____
Cards (3x5) white	_____	_____	_____
yellow _____ blue	_____	_____	_____
green _____ pink	_____	_____	_____
Erasers (pink & blue)	_____	_____	_____
Letter Ex white	_____	_____	_____
green	_____	_____	_____
yellow	_____	_____	_____
OF-10 (blocked) _____ unblocked	_____	_____	_____
Pads . . . 3x5 _____ yellow lined	_____	_____	_____
5x8 _____ white lined	_____	_____	_____
Paper unwatermarked	_____	_____	_____
watermarked	_____	_____	_____
blocked yellow	_____	_____	_____
carbon	_____	_____	_____
Pencils . . . #1 _____ #2 _____ #3	_____	_____	_____
mechanical _____ lead	_____	_____	_____
Pens (ballpoint) _____ refills	_____	_____	_____
Ribbons (typewriter)	_____	_____	_____
Staples	_____	_____	_____
Steno notebooks	_____	_____	_____
Tape (cellophane) 1/2" _____ 3/4"	_____	_____	_____
Tipp ex	_____	_____	_____

5-148

All 5- Forms

Type	Envelopes Size	Amount
Plain (white)	3 5/8 x 6 1/2	_____
Plain (white) #9	3 7/8 x 8 7/8	_____
Plain (white) #10	4 1/8 x 9 1/2	_____
<p>ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 1/22/2000 BY SP2 BSM/mtf MDR-16</p>		

Additional items on reverse

All FD- Forms
Type Amount

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Any Forms Needed Which Are Not Listed
Type Amount

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Miscellaneous

- | | |
|-----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |
| 10. _____ | 20. _____ |

Return Order to Room _____



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

In Reply, Please Refer to
File No.

Director
Bureau of Intelligence and Research
Department of State

RE:

5-151

Dear Sir:

The information furnished herewith concerns a subject (or subjects) who may be presently traveling abroad or planning to do so.

Reports concerning the subject (or subjects) have been are being furnished to you under separate cover.

Very truly yours,

Clarence M. Kelley
Clarence M. Kelley
Director

Enclosure

1 - Assistant Attorney General
Criminal Division
Attn.: Internal Security Section

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/00 BY SP2 RIM/MLF
MAR-16

UNITED STATES GOVERNMENT

Memorandum

TO : SAC,

DATE:

FROM : Director, FBI (

SUBJECT:

5-153

Authority is granted to designate captioned individual a Bureau-approved PSI and to proceed to develop source as a security informant in accordance with instructions set forth in Section 107, Volume IV, Manual of Instructions.

Authority is granted to designate captioned individual as a potential extremist informant confidential source-extremist in accordance with instructions set out in Section 130, Volume IV, Manual of Instructions.

Authority is granted to pay captioned informant an amount up to \$ _____ per month week for services rendered on a c.o.d. basis, and up to \$ _____ per month week for expenses actually incurred for a period of _____ months weeks effective _____. You should continue to maintain contact with informant and follow appropriate instructions in the Manual of Instructions.

Advise captioned informant that the Bureau is not concerned with the legitimate activities of the college or university or of its students. Do not contact informant on the campus.

Bufiles disclose no pertinent information regarding captioned source immediate relatives of source

Concerning your payments to this informant and all informants, you are reminded that payments must be commensurate with the value of the information received; that payments are to be made only for actual expenses incurred in connection with obtaining information for the FBI. In addition, payments should be made in such a manner that the informant clearly understands he is not being paid on a salary basis but rather on a c.o.d. basis.

Make certain informant understands cooperation with Bureau is strictly voluntary and that this cooperation must be maintained on a confidential basis at all times. Impress upon informant that informant is not Bureau employee. Exercise caution in your contacts with informant to make certain informant is not a plant.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 12/02/2006 BY SP2 PUM/lmf
mbr-16

SAC,

Director, FBI ()

Attention: Data Processing Section

5-153a

Authority is granted to designate captioned individual a Bureau-approved PSI and to proceed to develop source as a security informant in accordance with instructions set forth in Section 107, Volume IV, Manual of Instructions.

Authority is granted to designate captioned individual as a potential extremist informant confidential source-extremist in accordance with instructions set out in Section 130, Volume IV, Manual of Instructions.

Authority is granted to pay captioned informant an amount up to \$ per month week for services rendered on a c.o.d. basis, and up to \$ per month week for expenses actually incurred for a period of _____ months weeks effective _____. You should continue to maintain contact with informant and follow appropriate instructions in the Manual of Instructions.

Advise captioned informant that the Bureau is not concerned with the legitimate activities of the college or university or of its students. Do not contact informant on the campus.

Bufiles disclose no pertinent information regarding captioned source immediate relatives of source

Concerning your payments to this informant and all informants, you are reminded that payments must be commensurate with the value of the information received; that payments are to be made only for actual expenses incurred in connection with obtaining information for the FBI. In addition, payments should be made in such a manner that the informant clearly understands he is not being paid on a salary basis but rather on a c.o.d. basis.

Make certain informant understands cooperation with Bureau is strictly voluntary and that this cooperation must be maintained on a confidential basis at all times. Impress upon informant that informant is not Bureau employee. Exercise caution in your contacts with informant to make certain informant is not a plant.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2 RUM/lmf
MDR-16

MAIL ROOM TELETYPE UNIT

Document Number:

Received from:

By:

Date of receipt:

5-160

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2 DUM/MLC
MDR-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

In Reply, Please Refer to
File No.

Commanding General
United States Army Intelligence Command
Department of the Army

Attention: Personnel Security Group

RE:

5-161

Dear Sir:

The information checked below pertains to your letter dated _____, your reference ICPSG - L.

- You have been sent all available information.
- Pertinent information is enclosed.
- Information is being furnished under separate cover.
- Your request has been furnished to the appropriate FBI Field Division for handling. The results will be furnished to you promptly.

Further processing of the subject's case by the Department of the Army will not interfere with the investigative responsibilities of the FBI. It will be appreciated if you will inform the FBI regarding the final action taken in the subject's case.

Very truly yours,

Clarence M. Kelley
Director

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/2006 BY SP2 AUM/lmk
MDR-16

Commanding General
United States Army Intelligence Command
Department of the Army

Attention: Personnel Security Group

RE:

5-161a

Dear Sir:

The information checked below pertains to your letter dated _____, your reference ICPSG - L.

- You have been sent all available information.
- Pertinent information is enclosed.
- Information is being furnished under separate cover.
- Your request has been furnished to the appropriate FBI Field Division for handling. The results will be furnished to you promptly.

Further processing of the subject's case by the Department of the Army will not interfere with the investigative responsibilities of the FBI. It will be appreciated if you will inform the FBI regarding the final action taken in the subject's case.

Very truly yours,

Clarence M. Kelley
Clarence M. Kelley
Director

2. _____ (Enclosure)

ATTENTION: SAC, _____:

A copy of Army letter is enclosed.

- For your information.
- Submit up-to-date report.
- Handle Army request. Submit reply promptly by memorandum.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/2000 BY SP2 AUM/vmf
MDR-16

MAIL ROOM TELETYPE UNIT

DIRECTOR, FBI ATTENTION: VOUCHER STATISTICAL SECTION						From Washington Field		
Field 1 (22 spaces)			2 (20)		3 (17)		4 (9)	
Type Case		K	HQ File		Arbitrary #		Date (MDY)	
OO		OO#	Aux Ofc - #		SA		Squad Stat.	
Validity Check					Key Symbol		K	
Surname			Given Name		Middle Name		Type Name K	
Place of Birth			City of Birth		Date of Birth (MDY)		Sex	
Citizenship			Type - # of Passport		K		City of Issue	
Date Issued		(MDY)				Date SD (MDY)		
Relative (Last, First, Middle Names)				Relationship		Born (Y)	Arb #	PAW
Lic. Yr		State K	License #		Body Style K	Make	Model	Yr
Hgt		Wgt	Hair	K	Eyes	K	Build	K
Head K		Peculiarity		13	Body	K	Peculiarity	13
Peculiarity - Social		22		Peculiarity - Mental		20		Peculiarity - Emotional
Peculiarity - Emotional		17		Hobby		9		Hobby
Overt Occupation							25	Title
Establishment						40		
Intelligence Occupation								
Intelligence Service						Branch		K
Remarks							59	Language
Remarks							59	Language
Street		<input type="checkbox"/> Building		LOCATION		Phone		ABRF
Country/State			K		City		Zip Code	
USA/							On/From (MDY)	
Remarks Re Location							59	
Source			15		Serial #		SOURCE	
File # (If not 2-1-b)							Doc. Date	
Remarks Re Source							59	

5-162a

HISTORY

SECRET

10/02/2000

REPLACE

CLASSIFIED BY SP2 AM/mac
DECLASSIFY ON: 25X 6
MDR-16

SECRET

TYPE OF CASE

USSR		Bulgaria	Czech	Hungary	Poland	Romania
AFLT	SMUN	BUNM	CUNM	HUNM	PUNM	RUNM
AGRICO	SOVCOM	BUNSEC	CUNSEC	HUNSEC	POEMB	RUNSEC
ATC	SOVCOUR	BTA	CTK	HUEMB	POCON	ROCOMO
BMUN	SOVEMB	BTM	CSA	HUCOMO	POCOMO	ROTRAVO
CONOF	SOVINFO	BUEMB	CEDOK	HUPRESS	LOT	ROEMB
CRSPNDT	SOVUNGA	BUNGA	CZCOMO	HUTA	GAL	RONews
INT	UMUN	BTO	CZNSA	HUNGA	PEKAO	RUNGA
SFCON	UNSEC		CZEMB		POLART	
SMO	UNTEMP		CUNGA		PAP	

Status of Case

- F - Priority I
- S - Priority II
- T - Priority III
- D - Defection potential case
- P - Pending
- I - Pending inactive
- C - Closed

Name Types

- T - True Name
- A - Aka
- M - Maiden Name
- C - Code Name
- F - Hostile Service Code Name

Passport Types

- D - Diplomatic
- K - Consular
- M - Seamen
- S - Service or official
- T - Ordinary
- U - United Nations
- O - Unknown

Body Style

- SEDAN
- 2 DR
- CONV
- WAGON
- TRUCK
- CYCLE

Key Symbols

- AR - Arrive U. S.
- DP - Depart U. S.
- PL - Print remark on Personnel List
- RT - Return from temporary departure
- TD - Temporary departure
- 03 - Wife ceases employment

Colors

BEIGE	GOLD	PINK
BLACK	GREEN	PLATINUM
BLOND	GREEN, DK	PURPLE
BLUE	GREEN, LT	RED
BLUE, DK	GREY	SILVER
BLUE, LT	HAZEL	TAN
BRONZE	LAVENDER	TURQUOISE
BROWN	MAROON	WHITE
COPPER	ORANGE	YELLOW
CREAM		

Head Features

FACE	NOSE
HEAD	LIPS
HAIR	T-TH (TEETH)
EYES	SPCH (SPEECH)
EARS	GENL

Build

LARGE	PLUMP
MEDIUM	THIN
SMALL	
HEAVY	
STOCKY	

Body Features

NECK	STANCE
SHLDRS	WALK
ARMS	HEALTH
HANDS	SKIN
LEGS	GENL
BODY	

States

CA	NJ
DC	NY
IL	VA
MD	

Others - See Directory of Post Offices

Branches

PR	SPL
X	GEN
KR	TR
N	MIS
F	
S	

Agencies

AEC	CUST	NAVY
ARMY	DIA	NSA
AF	FAA	RCMP
AGRI	FBIS	SSER
CG	FGN	SD
CIA	INS	USIS
CMCE	IRS	USSS
	NASA	

Countries - See Appendix J

Street Designations

AVENUE	AV	LANE	LN	ROUTE	RT
BOULEVARD	BV	PARKWAY	PW	SQUARE	SQ
CIRCLE	CL	PIKE	PK	STREET	ST
COURT	CT	PLACE	PL	TERRACE	TR
DRIVE	DR	PLAZA	PZ	TURNPIKE	TP
HIGHWAY	HW	ROAD	RD		

SECRET

DIRECTOR, FBI ATTENTION: VOUCHER STATISTICAL SECTION							From New York				
Field 1 (22 spaces)				2 (20)		3 (17)			4 (9)		
Type Case		K SOG Desk		HQ File		Arbitrary #			Date (MDY)		
OO		OO#		Aux Ofc - #		SA			Squad Stat.		
Validity Check						Key Symbol			K Chrono.		
Surname				Given Name		Middle Name			Type Name K		
Place of Birth				City of Birth		Date of Birth (MDY)			Sex		
Citizenship				Type - # of Passport		K City of Issue			Date (MDY)		
Visa		Valid		Date Issued (MDY)					Date SD (MDY)		
Relative (Last, First, Middle Names)						Relationship		Bom (Y)	Arb #	PAW	
Lic. Yr	State K	License #		Body Style K	Make		Model		Yr	Color K	
Hgt	Wgt	Hair		K Eyes	K Build	K Scar	Type	12	Place K		
Head K	Peculiarity		13	Body	K Peculiarity	13	Accessory		17	Hobby 9	
Peculiarity - Social			22	Peculiarity - Mental			20	Peculiarity - Emotional		17	Hobby 9
Overt Occupation									25 Title		
Establishment							40				
Intelligence Occupation											
Intelligence Service						Branch		K	K or S		
Remarks									59 Language		
Remarks									59 Language		
Street		<input type="checkbox"/> Building		LOCATION		Phone		ABRF	St #		
Country/State				K City		Zip Code		On/From (MDY)		To (MDY)	
USA/											
Remarks Re Location									59		
Surname or Organization				Given Name		CONTACT		Middle Name		Arb #	
Country/State of Contact				City of Contact				On/From (MDY)		To (MDY)	
Remarks Re Contact									59		
Source			15 Serial #		SOURCE		File # (If not 2-1-b)		Doc. Date		
Remarks Re Source									59		

5-162

(S)

(S)

HISTORY

SECRET

10/02/2000

REPLACE

CLASSIFIED BY SP2 AM/lmc

DECLASSIFY ON: 25X

MDR-16

SECRET

TYPE OF CASE

USSR		Bulgaria	Czech	Hungary	Poland	Romania
AFLT	SMUN	BUNM	CUNM	HUNM	PUNM	RUNM
AGRICO	SOVCOM	BUNSEC	CUNSEC	HUNSEC	POEMB	PUNSEC
ATC	SOVCOUR	BTA	CTK	HUEMB	POCON	POEMBA
BMUN	SOVEMB	BTM	CSA	HUCOMO	POCOMO	PUNGA
CONOF	SOVINFO	BUEMB	CEDOK	HUPRESS	LOT	
CRSPNDT	SOVUNGA	BUNGA	CZCOMO	HUTA	GAL	
INT	UMUN	BTO	CZNSA	HUNGA	PEKAO	
SFCON	UNSEC		CZEMB		POLART	
SMO	UNTEMP		CUNGA		PAP	

Status of Case

- F - Priority I
- S - Priority II
- T - Priority III
- D - Defection potential case
- P - Pending
- I - Pending inactive
- C - Closed

Name Types

- T - True Name
- A - Aka
- M - Maiden Name
- C - Code Name
- F - Hostile Service Code Name

Passport Types

- D - Diplomatic
- K - Consular
- M - Seamen
- S - Service or official
- T - Ordinary
- U - United Nations
- O - Unknown

Body Style

- SEDAN
- 2 DR
- CONV
- WAGON
- TRUCK
- CYCLE

Key Symbols

- AR - Arrive U. S.
- DP - Depart U. S.
- PL - Print remark on Personnel List
- RT - Return from temporary departure
- TD - Temporary departure
- 03 - Wife ceases employment

Colors

BEIGE	GOLD	PINK
BLACK	GREEN	PLATINUM
BLOND	GREEN, DK	PURPLE
BLUE	GREEN, LT	RED
BLUE, DK	GREY	SILVER
BLUE, LT	HAZEL	TAN
BRONZE	LAVENDER	TURQUOISE
BROWN	MAROON	WHITE
COPPER	ORANGE	YELLOW
CREAM		

Head Features

FACE	NOSE
HEAD	LIPS
HAIR	T-TH (TEETH)
EYES	SPCH (SPEECH)
EARS	GENL

Build

LARGE	PLUMP
MEDIUM	THIN
SMALL	
HEAVY	
STOCKY	

Body Features

NECK	STANCE
SHLDRS	WALK
ARMS	HEALTH
HANDS	SKIN
LEGS	GENL
BODY	

States

CA	NJ
DC	NY
IL	VA
MD	
Others - See Directory of Post Offices	

Branches

PR	SPL
X	GEN
KR	TR
N	MIS
F	
S	

Agencies

AEC	CUST	NAVY
ARMY	DIA	NSA
AF	FAA	RCMP
AGRI	FBIS	SSER
CG	FGN	SD
CIA	INS	USIS
CMCE	IRS	USSS
	NASA	

Street Designations

AVENUE	AV	LANE	LN	ROUTE	RT
BOULEVARD	BV	PARKWAY	PW	SQUARE	SQ
CIRCLE	CL	PIKE	PK	STREET	ST
COURT	CT	PLACE	PL	TERRACE	TR
DRIVE	DR	PLAZA	PZ	TURNPIKE	TP
HIGHWAY	HW	ROAD	RD		

SECRET

DIRECTOR, FBI ATTENTION: VOUCHER STATISTICAL SECTION							From Chicago							
Field 1 (22 spaces)				2 (20)			3 (17)			4 (9)				
Type Case		K		HQ File			Arbitrary #			Date (MDY)				
OO		OO#		Aux Ofc - #			SA			Squad		Stat.		
Validity Check							Key Symbol			K				
Surname				Given Name			Middle Name			Type Name K				
Place of Birth				City of Birth			Date of Birth (MDY)			Sex				
Citizenship				Type - # of Passport			K			City of Issue			Date (MDY)	
Visa		Valid		Date Issued (MDY)						Date SD (MDY)				
Relative (Last, First, Middle Names)							Relationship		Born (Y)	Arb #	PAW			
Lic. Yr		State K	License #		Body Style K	Make		Model		Yr	Color K			
Hgt		Wgt	Hair K		Eyes K	Build K		Scar	Type	12	Place K			
Head K		Peculiarity		13	Body K	Peculiarity		13	Accessory		17	Hobby 9		
Peculiarity - Social				22		Peculiarity - Mental			20		Peculiarity - Emotional		17	Hobby 9
Overt Occupation										25		Title		
Establishment										40				
Intelligence Occupation														
Intelligence Service							Branch			K	K or S			
Remarks										59		Language		
Remarks										59		Language		
Street		<input type="checkbox"/> Building		LOCATION			Phone		ABRF		St #			
Country/State				K	City			Zip Code		On/From (MDY)				
USA/														
Remarks Re Location										59				
Source				15		Serial #		SOURCE		File # (If not 2-1-b)		Doc. Date		
Remarks Re Source										59				

5-162c

(S)

(S)

HISTORY

SECRET
CLASSIFIED BY SP2 NM/kmf
DECLASSIFY ON: 25X 6
MDR-16

REPLACE

SECRET
TYPE OF CASE

USSR		Bulgaria	Czech	Hungary	Poland	Romania
AFLT	SMUN	BUNM	CUNM	HUNM	PUNM	RUNM
AGRICO	SOVCOM	BUNSEC	CUNSEC	HUNSEC	POEMB	RUNSEC
ATC	SOVCOUR	BTA	CTK	HUEMB	POCON	ROCOMO
BMUN	SOVEMB	BTM	CSA	HUCOMO	POCOMO	ROTRAVO
CONOF	SOVINFO	BUEMB	CEDOK	HUPRESS	LOT	ROEMB
CRSPNDT	SOVUNGA	BUNGA	CZCOMO	HUTA	GAL	RONEWS
INT	UMUN	BTO	CZNSA	HUNGA	PEKAO	RUNGA
SFCON	UNSEC		CZEMB		POLART	
SMO	UNTEMP		CUNGA		PAP	

Status of Case

- F - Priority I
- S - Priority II
- T - Priority III
- D - Defection potential case
- P - Pending
- I - Pending inactive
- C - Closed

Name Types

- T - True Name
- A - Aka
- M - Maiden Name
- C - Code Name
- F - Hostile Service Code Name

Passport Types

- D - Diplomatic
- K - Consular
- M - Seamen
- S - Service or official
- T - Ordinary
- U - United Nations
- O - Unknown

Body Style

- SEDAN
- 2 DR
- CONV
- WAGON
- TRUCK
- CYCLE

Key Symbols

- AR - Arrive U. S.
- DP - Depart U. S.
- PL - Print remark on Personnel List
- RT - Return from temporary departure
- TD - Temporary departure
- 03 - Wife ceases employment

Colors

BEIGE	GOLD	PINK
BLACK	GREEN	PLATINUM
BLOND	GREEN, DK	PURPLE
BLUE	GREEN, LT	RED
BLUE, DK	GREY	SILVER
BLUE, LT	HAZEL	TAN
BRONZE	LAVENDER	TURQUOISE
BROWN	MAROON	WHITE
COPPER	ORANGE	YELLOW
CREAM		

Head Features

FACE	NOSE
HEAD	LIPS
HAIR	T-TH (TEETH)
EYES	SPCH (SPEECH)
EARS	GENL

Build

LARGE	PLUMP
MEDIUM	THIN
SMALL	
HEAVY	
STOCKY	

Body Features

NECK	STANCE
SHLDRS	WALK
ARMS	HEALTH
HANDS	SKIN
LEGS	GENL
BODY	

States

CA	NJ
DC	NY
IL	VA
MD	

Others - See Directory of Post Offices

Branches

PR	SPL
X	GEN
KR	TR
N	MIS
F	
S	

Agencies

AEC	CUST	NAVY
ARMY	DIA	NSA
AF	FAA	RCMP
AGRI	FBIS	SSER
CG	FGN	SD
CIA	INS	USIS
CMCE	IRS	USSS
	NASA	

Countries - See Appendix J

Street Designations

AVENUE	AV	LANE	LN	ROUTE	RT
BOULEVARD	BV	PARKWAY	PW	SQUARE	SQ
CIRCLE	CL	PIKE	PK	STREET	ST
COURT	CT	PLACE	PL	TERRACE	TR
DRIVE	DR	PLAZA	PZ	TURNPIKE	TP
HIGHWAY	HW	ROAD	RD		

SECRET

DIRECTOR, FBI ATTENTION: VOUCHER STATISTICAL SECTION						From San Francisco			
Field 1 (22 spaces)			2 (20)			3 (17)		4 (9)	
Type Case K			HQ File			Arbitrary #		Date (MDY)	
OO		OO#	Aux Ofc - #		SA		Squad	Stat.	
Validity Check						Key Symbol		K	
Surname			Given Name			Middle Name		Type Name K	
Place of Birth			City of Birth			Date of Birth (MDY)		Sex	
Citizenship			Type - # of Passport		K		City of Issue		Date (MDY)
Visa	Valid		Date Issued (MDY)				Date SD (MDY)		
Relative (Last, First, Middle Names)			Relationship			Born (Y)	Arb #	PAW	
Lic. Yr	State K	License #		Body Style K	Make	Model		Yr	Color K
Hgt	Wgt	Hair	K	Eyes	K	Build	K	Scar	Type
Head K	Peculiarity		13	Body	K	Peculiarity		13	Accessory
Peculiarity - Social			22	Peculiarity - Mental			20	Peculiarity - Emotional	
Overt Occupation							25	Title	
Establishment							40		
Intelligence Occupation									
Intelligence Service						Branch		K	K or S
Remarks							59	Language	
Remarks							59	Language	
Street			<input type="checkbox"/> Building	LOCATION		Phone		ABRF	St #
Country/State			K	City		Zip Code		On/From (MDY)	
Remarks Re Location							59		
Source			15	Serial #		SOURCE	File # (If not 2-1-b)		Doc. Date
Remarks Re Source							59		

5-1626

(5)

HISTORY

SECRET

CLASSIFIED BY SP2 RUM/lmf
DECLASSIFY ON: 25X 6

REPLACE

10/2/2000
MBR-16

USSR		Bulgaria	Czech	Hungary	Poland	Romania	
AFLT	SMUN	BUNM	CUNM	HUNM	PUNM	PONSA	RUNM
AGRICO	SOVCOM	BUNSEC	CUNSEC	HUNSEC	POEMB	PUNSEC	RUNSEC
ATC	SOVCOUR	BTA	CTK	HUEMB	POCON	POEMBA	ROCOMO
BMUN	SOVEMB	BTM	CSA	HUCOMO	POCOMO	PUNGA	ROTRAVO
CONOF	SOVINFO	BUEMB	CEDOK	HUPRESS	LOT		ROEMB
CRSPNDT	SOVUNGA	BUNGA	CZCOMO	HUTA	GAL		RONEWS
INT	UMUN	BTO	CZNSA	HUNGA	PEKAO		RUNGA
SFCON	UNSEC		CZEMB		POLART		
SMO	UNTEMP		CUNGA		PAP		

Status of Case	Name Types	Passport Types	Body Style
F - Priority I	T - True Name	D - Diplomatic	SEDAN
S - Priority II	A - Aka	K - Consular	2 DR
T - Priority III	M - Maiden Name	M - Seamen	CONV
D - Defection potential case	C - Code Name	S - Service or official	WAGON
P - Pending	F - Hostile Service	T - Ordinary	TRUCK
I - Pending inactive	Code Name	U - United Nations	CYCLE
C - Closed		O - Unknown	

Key Symbols

- AR - Arrive U. S.
- DP - Depart U. S.
- PL - Print remark on Personnel List
- RT - Return from temporary departure
- TD - Temporary departure
- 03 - Wife ceases employment

Colors

BEIGE	GOLD	PINK
BLACK	GREEN	PLATINUM
BLOND	GREEN, DK	PURPLE
BLUE	GREEN, LT	RED
BLUE, DK	GREY	SILVER
BLUE, LT	HAZEL	TAN
BRONZE	LAVENDER	TURQUOISE
BROWN	MAROON	WHITE
COPPER	ORANGE	YELLOW
CREAM		

(S)

Head Features	Build	Body Features
FACE NOSE	LARGE PLUMP	NECK STANCE
HEAD LIPS	MEDIUM THIN	SHLDRS WALK
HAIR T-TH (TEETH)	SMALL	ARMS HEALTH
EYES SPCH (SPEECH)	HEAVY	HANDS SKIN
EARS GENL	STOCKY	LEGS GENL
		BODY

(S)

States	Branches	Agencies
CA NJ	PR SPL	AEC CUST NAVY
DC NY	X GEN	ARMY DIA NSA
IL VA	KR TR	AF FAA RCMP
MD	N MIS	AGRI FBIS SSER
Others - See Directory of Post Offices	F	CG FGN SD
	S	CIA INS USIS
		CMCE IRS USSS
		NASA

Street Designations

AVENUE AV	LANE LN	ROUTE RT
BOULEVARD BV	PARKWAY PW	SQUARE SQ
CIRCLE CL	PIKE PK	STREET ST
COURT CT	PLACE PL	TERRACE TR
DRIVE DR	PLAZA PZ	TURNPIKE TP
HIGHWAY HW	ROAD RD	

TO LEGAT:

- Beirut
- Bern
- Bonn
- Brasilia
- Buenos Aires
- Caracas
- Hong Kong
- London

- Managua
- Manila
- Mexico City
- Ottawa
- Paris
- Rome
- Singapore
- Tel Aviv
- Tokyo

RE: EXTREMIST PHOTOGRAPH ALBUM (EPA)
EXTREMIST MATTERS

- Attached is photograph of _____ . Remove and destroy old photograph and affix current photograph to biographical sketch.
- Attached is amended biographical sketch of _____ . Remove and destroy old biographical sketch and affix current photograph to new sketch.
- Attached is FD-432 regarding _____ . Place in EPA.
- _____ is being deleted from the EPA. Remove and destroy FD-432.
- One additional copy for Legat, Ottawa, attached for transmittal to Royal Canadian Mounted Police.

DELETED

5-163

Enc.
Bufile: 157-23582

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/2000 BY SP8 DJM/lmf
MDR-16

NAME

ADDRESS

TYPE

AUTHORIZED

5-164

INSTALLED

DISCONTINUED

COMMENTS

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/02/00 BY SP6 ALM/mif
MAR-16

Federal Bureau of Investigation

Director
Office of Investigations and Security
Room 5037
Main Commerce Building
Washington, D. C. 20230

5-165

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

Director
Federal Bureau of Investigation

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/22/2000 BY SP8ARM/lms
MDR-16

Enc.

LEG-1 (Rev. 6-13-75)

~~Confidential~~ Air Pouch No. _____

Air Courier Pouch _____

Date Sent _____

(Check appropriate block)

TO FROM

BUREAU
 LEGAT,

Bern
 Bonn
 Brasilia
 Buenos Aires
 Caracas
 Hong Kong

TO FROM

London
 Madrid
 Manila
 Mexico City
 Ottawa
 Paris
 Rome
 Tel Aviv
 Tokyo

LEG-1

~~TOP SECRET~~ (Courier) POUCH # _____

forwarded to you _____
(Date)

Received _____ AM
(Date) (time) PM

Office Advance and Expenses

Office _____ Date _____

Period Covered _____ Rate of Exchange _____

Item	Amount																	
Cash on Bank																		
Cash on Hand																		
Advances to Employees:																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:20%; text-align:center;">Date</th> <th style="width:30%; text-align:center;">Name</th> <th style="width:50%; text-align:center;">Amount</th> </tr> </thead> <tbody> <tr> <td style="height: 150px;"></td> <td></td> <td></td> </tr> </tbody> </table>	Date	Name	Amount															
Date	Name	Amount																
<p style="font-size: 2em; font-family: cursive;">LEG-2</p>																		
<p>Total Advances to Employees</p>																		
Expenditures: <i>(Itemize each item on separate sheet)</i>																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:70%; text-align:center;">Item</th> <th style="width:30%; text-align:center;">Amount</th> </tr> </thead> <tbody> <tr> <td>Confidential Informants.</td> <td></td> </tr> <tr> <td>Transportation</td> <td></td> </tr> <tr> <td>Nonexpendable Property</td> <td></td> </tr> <tr> <td>Supplies</td> <td></td> </tr> <tr> <td>Office Administration Expenses</td> <td></td> </tr> <tr> <td>Miscellaneous</td> <td></td> </tr> <tr> <td colspan="2" style="text-align:right; padding-right: 20px;"> <p>Total <i>(Amount Reimbursable by the Bureau)</i></p> </td> </tr> </tbody> </table>	Item	Amount	Confidential Informants.		Transportation		Nonexpendable Property		Supplies		Office Administration Expenses		Miscellaneous		<p>Total <i>(Amount Reimbursable by the Bureau)</i></p>			
Item	Amount																	
Confidential Informants.																		
Transportation																		
Nonexpendable Property																		
Supplies																		
Office Administration Expenses																		
Miscellaneous																		
<p>Total <i>(Amount Reimbursable by the Bureau)</i></p>																		
<p>Total Office Advance Account</p>																		
<p>Legal Attache _____</p> <p style="text-align:center; font-size: small;"><i>(Do not write in this Space)</i></p>																		
Voucher # _____ Check # _____ Type Check _____ Mailed _____ To _____ By _____	Account submitted for _____ Differences _____ Approved _____ for _____																	

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED
 DATE 10/02/2000 BY SP2 sum/lmf
 MAR-16

Date	Item	Receipt No.	Amount (L.C.)	Amount (U.S. \$)
<p>LEG-2a</p>				
<p>ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 12/2/2006 BY SP2/AM/mc MDR-16</p>				
Totals				
Total Local Currency Converted				
Total U. S.				

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI

DATE:

FROM : Legal Attache, ()

Attn: FBI Laboratory
Crypt Section

SUBJECT:

LEG - 5

Request the enclosed _____ language material, which is described below, be translated verbatim in summary and the translation distributed as indicated.

Description of Material: Dated _____ and received on _____ under _____ classification from:

Disposition of Material: Return to this Office Retain at Bureau Other:

Disposition of translations:

_____ copies to _____ _____ copies to _____
_____ copies to _____ _____ copies to _____

Communication for dissemination to be prepared by _____ office.

Remarks:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/2000 BY SP8 AUM/DMF
MOR-16

Status:

Bureau - Enc. ()

The American Embassy

Dear Sir:

For your information, I am enclosing the material described below, which may be of interest to you.

Very truly yours,

Legal Attache

Reference:

LEG-6

Enc.:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/2000 BY SP01 BMM/jmk
MAR-16

- Additional investigation being conducted
 Investigation concluded

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI () DATE:

FROM : Legal Attache, () ()

SUBJECT:

Reference:

Dissemination, as outlined below, was made on dates indicated to foreign agencies listed.

LEG-7

_____ copies of

Pertinent information from

Name and Location of Agency

Date Furnished

3 - Bureau
(1 - Foreign Liaison Desk)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/2000 BY SPANUM/MA
MOR-16

REPORT ON FUNDS SPENT ABROAD

From: Legal Attache, _____ Date _____

Number of Employees Assigned, Above Date _____

PAYMENTS RECEIVED

<u>SALARY</u>	<u>ALLOWANCES</u>	<u>TOTAL</u>	<u>SPENT IN OR RETD. TO U. S.</u>
---------------	-------------------	--------------	---

Report due February 15

Current fiscal year:
 Actual July - Dec.....
 Estimate Jan. - June

Next fiscal year:
 Estimate July - Dec.....
 Estimate Jan. - June

LEG-8

Report due August 15

Past fiscal year:
 Actual Jan. - June.....

Current fiscal year:
 Estimate July - Dec.....
 Estimate Jan. - June.....

INSTRUCTIONS:

1. Complete only applicable portion of form -- due February 15 or August 15 -- and forward one copy to the Bureau.
2. Report in dollars. Include net salary, post, quarters and education allowances received or estimated to be received during each 6-month period, based on date of check. Check transmittal lists should be used in connection with the preparation of this report.
3. When an employee transfers from an office, prior to departure he should furnish Legal Attache "actual" figures to date of transfer. Furnish data for new assignment from date of arrival.

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED
 DATE 10/2/2000 BY SP2 RUM/maf
 MDR-16

TO: Director, FBI ()

DATE:

FROM: Legat,

- Att: Name-Check Section
 Foreign Liaison Unit
 Identification Division
 NCIC

- Request check of Bureau Security files
 Criminal files
 Identification Division records
 Fingerprints enclosed
 National Crime Information Center (Wanted Person and/or Property files)
 National Crime Information Center (Computerized Criminal History)

Name -

Character -

Date of Birth -

Birthplace -

Race -

Sex -

Residences -

LEG-9

Spouse -

Date of Birth -

Birthplace -

Remarks -

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10/2/2000 BY SP/AM/IMF
MOR-16

UNITED STATES GOVERNMENT

SECRET

Memorandum

TO : Mr. White

DATE:

FROM : B. P. Herndon

SUBJECT: [BUREAU SOURCE #3] (S) GENERAL

This is classified ~~TOP~~ SECRET as it divulges information on a highly sensitive source.

[Enclosed is Bureau Source #3 material for transmission to the National Security Agency by secure teletype, Attention:] (S)

[65-56904] (S)
Enc.

(1)

7-46 (S)

10/2/2000

CLASSIFIED BY SP3 RUM/mf
DECLASSIFY ON: 25X 4

MDR-16

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED EXCEPT
WHERE SHOWN OTHERWISE.

SECRET

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

5

10

15

25

30

7-50

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 12/16/00 BY SP8 am/mt
MOR-14

UNITED STATES GOVERNMENT

Memorandum

TO : SAC,

DATE:

FROM : Director, FBI

SUBJECT: TECHNICAL EQUIPMENT

- Equipment listed below has been received. After repairs have been made it will be returned to your office.
- Equipment listed below has been repaired and is being returned to your office.
- Equipment listed below is being shipped to your office for permanent temporary assignment. Appropriate inventory changes should be made.
-

7-66

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 RUM/lmf
MDR-16

EOD _____

DOB _____

Technical Security School _____

Retraining

Special Qualifications

7-77

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 RUM/kmf
MDR-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

In Reply, Please Refer to
File No.

Gentlemen:

The Federal Bureau of Investigation is interested
in obtaining available technical information and specifications
pertaining to

7-79

Since this material might have possible uses in
connection with official investigations, it would be appreciated
if you would afford confidential treatment to this inquiry.
Please direct your reply for the attention of the Federal
Bureau of Investigation Laboratory.

Very truly yours,

Clarence M. Kelley
Clarence M. Kelley
Director

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 PIM/lmf
MDR-16

7-102

RECOMMENDED FOR DELETION 6/12/75

COMSEC EQUIPMENT STATUS

System: AFSAM 7 KL-7A Modified

Component

SERIALLY NUMBERED

- 1. Base # _____
- 2. Stepping Unit # _____
- 3. Cipher Unit # _____
- 4. Case # _____
- 5. Complete Machine # _____
- 6. Keyboard Adapter # _____
- 7. Power Pack HSP-1 # _____
- 8. Rotors; Type # _____
- 9. HL-1B # _____
- 10. Manual; Type # _____

TAG NUMBERED

- 11. Printer Unit # _____
- 12. Contact Panel # _____
- 13. Keyboard Assembly # _____
- 14. Power Converter # _____

- C-T Section
- Code Room
- Quantico

7-102

Location

- _____ Field Office
- _____ Legal Attache

Sent and Received

Received from _____ Sent to _____ Date _____

Condition

- New
- Operating
- Defective

Remarks: _____

RECOMMENDED FOR DELETION 6-12-75

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED

DATE 9/26/00 BY SP2 RSM/1007

MAR-16

Repaired by _____ Date _____

Routing:	EQUIP. IN	EQUIP. OUT	CHANGE STATUS
	Vault	Vault	EDP
	EDP	Mr. Newpher	Vault
	Mr. Gleason	Mr. Gleason	
	Vault	EDP	



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

In Reply, Please Refer to
File No.

Registered

Date:

To: The Inspector General, Office of Investigation
Department of Housing and Urban Development
Washington, D. C. 20410

From: Director, Federal Bureau of Investigation

Subject:

7-116

Your Claim #:

Your File #:

Reference: Letter dated

The original documents which were transmitted with your
referenced letter are returned herewith.

Photographs of the original documents and any photocopies
which you may have submitted in connection with this case are retained
in the Bureau's files.

The results of the Laboratory examination and the investi-
gation being conducted will be submitted to you subsequently.

Enclosures

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 RUM/lmf
MDR-16



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

To:

In Reply, Please Refer to
File No.

From: Director, Federal Bureau of Investigation

RE:

7-124

The FBI Laboratory has received evidence which you sent for examination in the above-entitled case. A Laboratory report will be sent to you after the examination has been completed.

For your information, it is the established policy of the FBI Laboratory, that the results of a voiceprint examination be used only for your investigative assistance. No testimony by FBI Laboratory experts will be provided.

Should you find the above condition acceptable please indicate by signing this letter in the space provided. If you desire that no voiceprint examination be conducted in this matter, so designate by checking the space at the very bottom of this letter. The evidence will be promptly returned to you via registered mail.

An enclosed self-addressed envelope has been provided for your convenience. No postage is necessary. The examination is being held in abeyance pending receipt of the requested information.

1. It is agreed that the results of any voiceprint examination conducted by the FBI Laboratory in the above case will be used only for the investigative assistance of this Department in connection with a criminal matter. The results will not serve as the basis for any grand jury, court or administrative proceedings against any individual. It is understood that no expert voiceprint testimony will be provided by the FBI Laboratory, and none is requested.

(Signed)

2. It is requested that no voiceprint examination be conducted in connection with the above case and that the submitted evidence be returned.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 7/26/2000 BY SP2 ram/jmf
MDR-16

	SENT	REC'D	ACK.
1966			
1967			
1968			
1969			
1970			
1971			
1972			
1973			
1974			
1975			
1976			
1977			
1978			
1979			
1980			
1981			

8-25 (Rev. 11-18-66)

	SENT	REC'D	ACK.
1936			
1937			
1938			
1939			
1940			
1941			
1942			
1943			--
1944			
1945			
1946			
1947			
1948			
1949			
1950			

	SENT	REC'D	ACK.
1951			
1952			
1953			
1954			
1955			
1956			
1957			
1958			
1959			
1960			
1961			
1962			
1963			
1964			
1965			

8-25

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/00 BY SP8 RUM/MLC
MDR-16

UNITED STATES GOVERNMENT

Memorandum

TO : SAC

DATE:

FROM : Inspector

SUBJECT:

CI PCI TE PC

SI PSI EI PEI

137 -

134 -

170 -

The file pertaining to the above-captioned informant has been reviewed by the Inspection Staff, and the informant has been rated as:

- Excellent
- Very Good
- Good
- Fair
- Poor
- Insufficient Data to Rate

10-16

You are referred to the appropriate survey for instructions as to those informants rated "Poor." If rated "Fair," this matter should be followed closely by you for 90 days. Specific assignments should be given the informant during this period. If, at the end of 90 days, no positive improvement is shown, the file should be closed. The Bureau should be advised of the action taken as to those informants rated "Fair," i.e., were they closed out or did they become productive.

Remarks:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 Rm/lmc
MDR-16

UNITED STATES GOVERNMENT

Memorandum

TO : SAC,

DATE:

FROM : Director, FBI

SUBJECT:

8-119

ReBulet to Albany dated 5/6/74 captioned "Interesting Case Write-up Program. "

An Interesting Case write-up is requested on captioned subject. Refer to SAC Letters 65-5(E) and 70-17(A), and Part II, Section 6-D, of the Manual of Rules and Regulations for detailed instructions on the preparation of Interesting Case write-ups.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 7/26/2000 BY SP8 RUM/UMK
MDR-16

MEDIA CONTACT

Name:

Media:

Address:

Phone:

How Contact Made:

Date of Contact:

8-159 (Rev. 10-9-73)

DOJ/FBI

External Affairs

8-159

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/00 BY SP2 AM/mf
MDR-16

8-160

**ENCLOSURE AND/OR ENVELOPE
SENT TO MAIL ROOM**

**LETTER DATED _____
SENT TO DIRECTOR'S OFFICE**

4-638-(7-28-59) 8-160

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2001 BY SP2 RUM/lmf

MDR-16

Date of Latest Inspection	Date of Latest Recheck	Ratings					Contacts
		PC & M	Investigative Operations	Administrative Operations	Personnel Matters	Applicant Recruitment Matters	
		10-3					
		ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 9/26/2000 BY SP8 bvm/kmf mdr-16					

Date of Latest Inspection	Date of Latest Recheck	Ratings					
		PC & M	Investigative Operations	Administrative Operations	Personnel Matters	Applicant Recruitment Matters	Contacts

MEMORANDUM FOR DATA PROCESSING SECTION

ROUTE TO ROOM 6221 IDENTIFICATION BUILDING

SOCIAL SECURITY NUMBER

NAME	_____		
	LAST	FIRST	MIDDLE
REPORTED TO	_____		
	DIVISION	SECTION	UNIT
FROM	_____		
	DIVISION	SECTION	UNIT
EFF. DATE	_____		

C0 C0 C0 C0 C0 C0 C0 C0 C0 C0
 C1 C1 C1 C1 C1 C1 C1 C1 C1 C1
 C2 C2 C2 C2 C2 C2 C2 C2 C2 C2
 C3 C3 C3 C3 C3 C3 C3 C3 C3 C3
 C4 C4 C4 C4 C4 C4 C4 C4 C4 C4
 C5 C5 C5 C5 C5 C5 C5 C5 C5 C5
 C6 C6 C6 C6 C6 C6 C6 C6 C6 C6
 C7 C7 C7 C7 C7 C7 C7 C7 C7 C7
 C8 C8 C8 C8 C8 C8 C8 C8 C8 C8
 C9 C9 C9 C9 C9 C9 C9 C9 C9 C9

NOTE:

THIS CARD SHOULD ONLY BE USED

- (1) WHENEVER AN EMPLOYEE IS RECEIVED FROM THE FIELD, ANOTHER DIVISION OR ENTERING ON DUTY.
- (2) WHEN AN EMPLOYEE IS TRANSFERRED FROM ONE SECTION OR UNIT TO ANOTHER WITHIN THE SAME DIVISION.
- (3) WHEN AN EMPLOYEE IS TRANSFERRED FROM FBIHQ TO THE FIELD.

FOR DATA PROCESSING USE ONLY

EFFECTIVE DATE	NEW				OLD		RESIDENT AGENCY		STATUS	INITIALS
	ACTION	WHERE WORKING	TITLE	CS CODE	WHERE WORKING	TITLE	FIELD OFFICE	RA CODE		

O - 2 FORM (REV. 2-14-73)

O-2

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP/DAV/MAF
MDR-16

0-4 (Rev. 11-19-64)

FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20535

DATE:

Re:

TO:

0-4

Invoice of Contents

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2/ELM/lmf
moe-16

FBI File No.

All items listed above are contained in this package. A detailed description of items will be found in Bureau communication dated

, #

FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20535

DATE:

Re:

TO:

0-4a

Invoice of Contents

- Crypt.-Trans.
- Document
- P & C
- Radio Engineering
- LFPS

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED
 DATE 9/26/2000 BY SP2 nm/llc
MDR-16

Special Instructions:

Mail Room: Show shipment date and registry number.
 Shipping Room: Show shipment date; bill of lading number;
 initial invoice; return to Section checked in block; after
 initialing in block, invoice to be placed in administrative file.

FBI File No.

TO: SAC:

- Albany
- Albuquerque
- Alexandria
- Anchorage
- Atlanta
- Baltimore
- Birmingham
- Boston
- Buffalo
- Butte
- Charlotte
- Chicago
- Cincinnati
- Cleveland
- Columbia
- Dallas
- Denver
- Detroit
- El Paso
- Honolulu

- Houston
- Indianapolis
- Jackson
- Jacksonville
- Kansas City
- Knoxville
- Las Vegas
- Little Rock
- Los Angeles
- Louisville
- Memphis
- Miami
- Milwaukee
- Minneapolis
- Mobile
- Newark
- New Haven
- New Orleans
- New York City
- Norfolk

- Oklahoma City
- Omaha
- Philadelphia
- Phoenix
- Pittsburgh
- Portland
- Richmond
- Sacramento
- St. Louis
- Salt Lake City
- San Antonio
- San Diego
- San Francisco
- San Juan
- Savannah
- Seattle
- Springfield
- Tampa
- Washington Field
- Quantico

TO LEGAT:

- Beirut
- Bern
- Bonn
- Brasilia
- Buenos Aires
- Caracas
- Hong Kong
- London
- Madrid
- Manila
- Mexico City
- Ottawa
- Paris
- Rome
- Singapore
- Tel Aviv
- Tokyo

RE:

Date _____

0-7

Retention For appropriate

For information optional action Surep, by _____

The enclosed is for your information. If used in a future report, conceal all sources, paraphrase contents.

Enclosed are corrected pages from report of SA _____ dated _____

Remarks:

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/21/2000 BY SP2 *nm/lmc*
MAR-16

Enc.
Bufile
Urfile

Federal Bureau of Investigation

0-14

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

Director
Federal Bureau of Investigation

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 *mm/lmc*
mae-16

Federal Bureau of Investigation

0-14e

Director
Central Intelligence Agency

BY CIA COURIER

ATTENTION: Director, Office of Security

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

Director
Federal Bureau of Investigation

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 [signature]
MAR-16

Federal Bureau of Investigation

0-14 f

Director
Central Intelligence Agency
Washington, D. C. 20505

BY CIA COURIER

ATTENTION: Deputy Director for Operations

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

Director
Federal Bureau of Investigation

Enc.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/12/2000 BY SP2 nm/mf
MAR-14

Federal Bureau of Investigation

Assistant Chief of Staff for Intelligence
Department of the Army
USAINTA LNO (MIA-SO-L)
Room 1J073, Forrestal Building
1000 Independence Avenue, Southwest
Washington, D. C. 20314

0-14h

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

Director
Federal Bureau of Investigation

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP6 AM/MAF
MDR-14

Enc.

Federal Bureau of Investigation

0-14w

Director
National Security Agency
Fort George G. Meade, Maryland 20755

ATTENTION: Director of Security Customer Relations

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

Director
Federal Bureau of Investigation

Enc. ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 RUM/UMF
mbr-16

0-14y

Federal Bureau of Investigation

0-14y

Commanding General
United States Army Intelligence Command
Fort Holabird, Maryland 21219

- 1. For your information, I am enclosing communications which may be of interest to you.
- 2. It will be appreciated if you will have the investigation conducted as requested in the enclosed memorandum and furnish the results.
- 3. No further investigation is contemplated with regard to this matter.
- 4. You will be advised of the pertinent developments in connection with this inquiry.
- 5. Please note change in caption of this case.
- 6. Status of case: Completed Incomplete

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/00 BY SP2 NVM/mf
MDR-16

Director
Federal Bureau of Investigation

DELETED

Enc.

4-30-75

O-41

0-41 (4-15-56) * U. S. GOVERNMENT PRINTING OFFICE: 1972-455-949

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 RUM/lmg
MDR-16

UNITED STATES GOVERNMENT

Memorandum

TO : Assistant Attorney General
Criminal Division

DATE:

FROM : Director, FBI

SUBJECT:

O-75

ELECTRONIC SURVEILLANCE

Reference is made to your memorandum dated

On the basis of identifying data provided by the Department concerning captioned individual(s), a review has been made of appropriate records. (He was) (They were) not the target(s) of an electronic surveillance nor were any of (his) (their) conversations monitored by an electronic device of the FBI. Further, this Bureau did not maintain any electronic surveillance on premises which were known to have been owned, leased, or licensed by the above individual(s).

It is suggested that other Federal investigative agencies be contacted to determine if they had coverage of the subject(s).

DELETED
4-29-75

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SPO ALM/nmf
mDR-16

12-64

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2000 BY SP2 BJA/kaf
mde-16

UNITED STATES GOVERNMENT

Memorandum

TO :

DATE:

FROM :

SUBJECT:

12-12

Reference is made to Part II, Section 7B, 2a, (2), of the Manual of Rules and Regulations, which provides that advances granted for transportation costs must be accounted for within 45 days, and advances granted for transportation plus storage expenses must be accounted for within 75 days. It is pointed out that no exceptions can be made in connection with this policy.

Bureau records indicate that the above-captioned employee received an advance of funds in the amount of _____ on _____ which should have been accounted for no later than _____

It is requested that you advise the above employee that immediate arrangements must be made to liquidate this advance.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/2006 BY SP2 am/maf
MDR-16

12-20

Office	Period	Informant
Material and Number of Search	Symbol Numbers	
Initials	Date	Aliases

Date	Period and Remarks	Services & Expenses	Services	Expenses	Total
<h1>12-20</h1>					
<small>ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 9/26/2000 BY SP8 AUM/lmf mde-16</small>					

~~CONFIDENTIAL~~ RECEIPT

Disbursement

Date _____

Refund

Number _____

Received of _____

\$ _____
Amount

Purpose _____

12-19

Approved

by _____

Received

Payee _____

Return to: Assistant Director
Computer Systems Division

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 12-20-00 BY SP-15/m/llw
MOR-16

Divisional Count of Employees as of 9:00 A.M.

on "Where Working" Basis

Division	Active Duty Employees by Assignment			Total MLWOP	Total SLWOP	Grand Total
	Agents	Clerks	Total			
Director's Office						
Associate Director's Office						
Identification						
Training						
Administrative						
Files and Communications						
Intelligence						
General Investigative						
Laboratory						
External Affairs						
Special Investigative						
Inspection						
Office of Legal Counsel						
Computer Systems						
Office of Planning and Evaluation						
TOTAL FBIHQ						
Field Clerks						
Field Agents						
TOTAL FIELD						
COMBINED TOTALS						

12-24

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 9/26/00 BY SP8/um/kmf
MDR-14

Includes employees (Agents, Clerks) assigned to Records Section

Name:
Sex:
Race:
Birth date:
Height:
Weight:
Build:
Hair:
Eyes:
Complexion:
Scars & Marks:

Peculiarities:

Marital Status:
Relatives:

Nationality:
Birth place:
FPC:

FBI or PD No.:

SSN:

3-435 (REV. 10-30-59)

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 7/16/2001 BY SP2 RUM/UMF
MDR-16

12-35

